Resolution Creating Parliamentarian Position

*Rationale:* Currently, the Chair both facilitates the Faculty Senate meetings and simultaneously serves as Parliamentarian. The Rules Committee proposes creation of a Parliamentarian position held by someone who is not a Faculty Senator, and appointed by the Chair. This person will focus on parliamentary procedures and provide advice during Senate meetings. Note: The change in the By-Laws to I. Meetings of the Faculty Senate is included to give the Chair flexibility in the event of the Parliamentarian’s absence.

Changed wording in Constitution (Handbook Section 3.02)

I. The General Faculty Section, Section 3. Organization

I.3.1 The Chair of the Faculty shall be the presiding officer in General Faculty meetings except on those occasions when the Chancellor elects to preside.

I.3.2 The Vice-Chair of the Faculty shall preside in the absence of the Chair.

I.3.3 The Secretary of the Faculty shall keep a record of all proceedings related to meetings of the General Faculty or of the Faculty Senate.

**I.3.4. The Parliamentarian shall advise the Chair of the Faculty and the General Faculty on parliamentary matters according to the latest edition of Robert's Rules of Order, Newly Revised and the Faculty Constitution and its By-Laws. The Parliamentarian shall be a member of the Western Carolina University campus community, but need not be a member of the General Faculty. The Parliamentarian shall not be a member of the Faculty Senate.**

I. The General Faculty Section, 7. Officers

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I.7.8 Nominations for Chair, Vice-Chair, and Secretary of the Faculty shall be made by the Committee on Nominations, Elections, and Committees at least three weeks before the date of the election. ….

**I.7.8. The Parliamentarian shall be appointed by the Chair before the first regular meeting of the Faculty Senate for a term of one year. The Parliamentarian may serve successive terms.**

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II. Faculty Senate, Section 5. Officers

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II.5.2 The Vice-Chair of the **Faculty** presides in the absence of the Chair and serves as chair of the Senate Rules Committee.

II.5.3 The Secretary of the General Faculty shall serve as the Secretary of the Senate.

**II.5.4 The Parliamentarian of the General Faculty shall serve as the Parliamentarian of the Senate.**

Changed wording in Senate By-Laws (Handbook Section 3.04)

I. Meetings of the Faculty Senate

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F. A Senator who cannot attend a meeting of the Faculty Senate may designate another Senator as a proxy. Prior to the meeting, the Senator must send written notification to the Secretary of the Faculty Senate copying the Senator serving as proxy.

**G. The appointed Parliamentarian is not required for Senate meetings. In the absence of the appointed Parliamentarian, another Parliamentarian may be selected by the Chair in consultation with the Senate Planning Team, or the Chair may serve as the Parliamentarian.**