

**Minutes of College Faculty Senate Meeting  
College of Journalism and Communications  
Feb. 25, 2008**

Members present: Dave Carlson, Johanna Cleary, Julie Dodd, Bridget Grogan, Belio Martinez, Juan Carlos Molleda, Cynthia Morton, Henri Pensis, and Marilyn Roberts.  
Also present: Robyn Goodman and Linda Hon.

The meeting was called to order at 10:40 a.m. by Dodd.

The minutes from the Feb. 11 meeting were approved unanimous. Motion by Carlson and seconded by Grogan.

**Election for UF Faculty Senate**

Roberts reported that the college needs to elect a senator to replace Dodd, whose term expires at the end of spring semester. This is a 3-year term. Prior to this meeting, Roberts sent an e-mail to the faculty requesting nominations but received none. After discussion, Morton volunteered to run. Roberts will prepare a ballot for the election at the faculty meeting.

**Structure for faculty meeting**

Carlson reported on the different approaches that the Senate can take in conducting the discussion of the constitutional issues, as we are not putting forward a motion on a completed constitution. After discussion, the decision was made to announce that this would be a discussion but will follow Robert's Rules of Order procedures, such as only speaking once to an issue until all have had the opportunity to speak. The group also agreed that a time limit for each speaker should be announced. Carlson will serve as parliamentarian. Dodd will announce the rules for discussion.

**Discussion of the constitution**

The hope is to have the constitution approved by the faculty by the end of the spring semester. Goodman reported that prior to the constitution going to the faculty for a vote, it will be reviewed by the UF legal counsel.

All departments have met to discuss the portions of the constitution – structure of college committees, the election process for these committees, and the decision-making process. Based on those discussions and discussions of the Senate and the Constitution Committee, issues to resolve include:

- Filling vacancies on committees – To be filled by the Senate.
- Amending the slate of committee members.
- Departmental representation on committees – Does every committee require departmental representation? That may be difficult for smaller departments. The committee that had been discussed was the International Committee. Members of that committee can meet with the Constitution Committee to discuss resolution.
- Committee annual reports – Do not want to specific details but make a requirement.
- College annual report – Should the administration prepare a written annual report?
- Minutes – Posting on the Web is adequate. No paper files required.

- Motions going to the faculty do not include the tracking of all changes and dates of changes to those motions.

The Senate voted to establish an appeal process so that committees can present policies to the faculty without Senate approval. Motion by Roberts. Seconded by Carlson. Passed unanimously.

Carlson will serve as parliamentarian. Grogan will take minutes.

The agenda of the faculty meeting will be:

- Approval of minutes – Hon will provide the minutes, as the minutes are from Dean-called meetings.
- Election of senator to College Faculty Senate – Roberts
- Explanation of process for meeting – Dodd
- Discussion of committees – Goodman
- Discussion of election process to committees and decision-making process - Carlson

Based on the current constitution, a quorum is a third of the faculty in residence. Hon said we have 67 in-residence faculty members this semester. So 23 are required for a quorum. Carlson reminded the group that a two-thirds majority vote will be needed to approve the constitution – 46 votes.

The Senate will meet on Monday, March 3. Prior to that meeting, Dodd will distribute to the senators copies of the College of Design, Construction and Planning and the College of Nursing constitutions for the senators to read prior to Monday's meeting. Goodman said that those constitutions are considered models of best practices. At the next meeting, the Senate will discuss issues from the faculty meeting and portions of our college constitution that remain to be developed.

Roberts moved to adjourn. Martinez seconded.

The meeting was adjourned at 11:35 a.m.

Respectfully submitted,  
Julie E. Dodd

Approved by the Senate March 3, 2008