

**MOTION: Bylaw Addition - Agenda**  
**Referred by: Faculty Senate Executive Council**

**Motion**

The following shall be added as a new Faculty Senate Bylaw:

The Secretary of the Faculty Senate shall publish the agenda for each regularly scheduled meeting of the Faculty Senate on the official Faculty Senate website not less than 24 hours and not more than 72 hours before the scheduled start of the meeting. Once posted, changes and amendments other than minor corrections shall not be made to the agenda, except as provided for in Section VI of the Constitution.

**Rationale**

As stipulated in Section VI of the Constitution of the Faculty Senate, “The Executive Council shall establish the agenda for Senate meetings.” The Executive Council plans the agenda carefully, and advance knowledge of a meeting’s agenda aids in planning for the meeting (e.g., determining length of reports, determining which meetings are suitable for inviting guest to speak, helping the President manage debate and discussion, etc.). This bylaw would ensure that meetings can be scheduled and utilized as productively as possible, by ensuring that senators are properly informed of and prepared for the day’s business. This also allows for a more careful time allocation, furthering the effective and orderly conduct of meetings.