To be adopted:

Proposed Changes to Bylaw 2.3 and 2.5 Vice Chair and Secretary Parliamentarian

PRESENT:

Officers and the Executive Office

PROPOSED:

Officers and the Executive Office

2.3 Vice Chair

2.3.3 Unless otherwise specified in these Bylaws or in enabling acts, the Division’s Vice Chair shall be chosen from other than the President of the University, the Chancellor at Riverside, the University Librarian, the Registrar, any Vice Chancellor, Associate Chancellor, Associate or Assistant Vice Chancellor, any Dean, Associate or Assistant Dean, any Provost, any department chair or a program director of an ORU or MRU.

2.5 Secretary Parliamentarian

2.5.1 The Secretary-Parliamentarian of the Division shall: (1) in the absence of the Chair and Vice Chair, call to order a meeting of the Division and preside for the purpose of electing a Chair pro tempore for that meeting; (2) prepare and distribute the call and minutes of each meeting of the Division; (3) determine and maintain the roll of the membership of the Riverside Division; (4) direct the activities of the Executive Office; (5) communicate any action by the Division to members or committees of the Division and to administrative officers affected by it; (6) upon direction from the Chair, refer to the appropriate standing committees questions (including petitions of students) for presentation to the Division; (7) conduct all elections and balloting in the Division; (8) perform the duties of the parliamentarian. (Am 22 Oct 73) (23 Apr 74)(Am 26 May 94) (Am 24 May 2005)
JUSTIFICATION:
The justifications for each additional bylaw are provided below.

2.3.3
The amendment to this bylaw will help with the inherent conflict of interest that may arise when we have administrators serving on Senate standing committees.

2.5.1
The Secretary-Parliamentarian does not direct the activities of the Executive Office. This role falls on the Chair and the amendment is necessary to avoid confusion.

APPROVALS:
Approved by Advisory Committee: April 9, 2007
The Committee on Rules and Jurisdiction finds the wording to be consistent with the bylaws of the Academic Senate: April 19, 2007