

Faculty Senator expectation/responsibilities

- Attend meetings of Senate.
 - Contact faculty senateexec@stockton.edu in advance if you cannot attend a meeting.
 - In-person attendance is encouraged
 - Arrive promptly and complete the attendance poll
 - If you attend the meeting virtually, please indicate you are a senator by changing your name
- Review all agendas and supporting documents in advance of the meeting.
 - It is a good rule of thumb to consider that each Senate meeting requires at least a similar amount of preparation time as does the transaction of the business itself. Expect to spend about an hour reviewing the agenda prior to the meeting.
 - Senators are not obligated to wait until a Senate meeting to ask questions. Senators are encouraged to contact the Senate Executive Committee if there is something about a meeting agenda that is confusing or unclear.
- Be mindful of the ramifications of Senate actions on your Program or School.
 - Some Senate actions have such broad impact that they are brought to the Senate twice (i.e. two readings), specifically to give senators an opportunity to seek advice and input from colleagues in his/her respective program/school.
 - Some senators take notes during Senate meetings so they can send colleagues in their perspective school a meeting synopsis. Other senators report on Senate activities at Program and School meetings. Sharing information helps ensure that faculty are well informed about Senate-related activities.
 - Share faculty concerns regarding Senate actions or potential issues/concerns with the Senate President and/or Executive Committee
- School Senators have additional specific responsibilities.
 - The Faculty Senate President will use School Senators to collect nominations for Faculty Senate task forces and other University-wide service. School Senators will network and connect with individuals in their respective Schools to facilitate these nominations.
 - Report Senate activities to Schools Faculty
 - School Faculty concerns should be collected and shared with the Faculty Senate President and/or Executive Committee.
- Remain for the duration of the meeting.
 - Although not all agenda items are of interest to every senator, a majority of senators must be present to vote and conduct business. If you leave and Senate loses quorum before all action items are voted upon, the remaining items will again be presented to Senate, in their entirety, at the next Senate meeting.
- Review the Roberts Rules of procedure and any standing/special rules adopted by the Senate