

**Review of Governance Committee: Additional Responsibilities of the Chair**

Article V. Section B1.

| Current  | Recommendations  | Justification   |
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| <p>1. The chair of the Senate shall:</p> <ul style="list-style-type: none"> <li>a. Preside at any meetings of the SUNY Cortland Faculty, the Faculty Senate and the Steering Committee.</li> <li>b. Propose agenda for Senate meetings and refer matters to faculty committees. The chair shall report to the Senate at its next meeting all matters referred to committees.</li> <li>c. Appoint, with the advice and consent of the Senate, committee members not otherwise provided for in these bylaws.</li> <li>d. Carry out the directives of the faculty and Senate regarding time of meetings, programs, activities and business of the faculty.</li> <li>e. Be responsible for the proper conduct of elections and voting on proposed amendments to these bylaws.</li> <li>f. Confer with the president of the College or the president’s delegated representative as the chair sees fit, or as directed by the Senate or by the faculty.</li> </ul> | <p>Add the following line items:</p> <ul style="list-style-type: none"> <li>1. Supervise the administrative assistant to the senate</li> <li>2. Monitor the work of senate standing and ad-hoc committees</li> <li>3. Stay current with University Faculty Senate communications and distribute to campus as appropriate</li> <li>4. Serve as a member of select presidential committees</li> <li>5. Participate in designated campus events as the representative of the senate</li> <li>6. Appoint, with the concurrence of the campus president, committee members for the selection of SUNY Chancellor’s Awards and Distinguished Faculty ranks, and participate in the selection</li> </ul> | <p>The duties as outlined currently of the chair do not include all of the generalized responsibilities of the chair. We feel it is important to update this and make it as accurate as it can be without being too detailed. We believe these additional items will do that.</p> |

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|  | process as delineated in the<br>CAE and DFR procedures. |  |
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