December 9, 2011

Dr. Charles A. Roeckle
Deputy to the President
UT Austin
MAI 400

Dear Charles:

I write in response to your request for comments and a recommendation for the enclosed “Proposed Revisions to the Language Concerning the Election of the Secretary of the General Faculty in the Handbook of Operating Procedures,” Documents of the General Faculty 9214. I agree with the rationale and the proposed wording, and I recommend approval.

Please let me know if I can provide additional information.

Thank you.

Sincerely yours,

[Signature]

Patricia C. Ohlendorf
Vice President for Legal Affairs

PCO/dh

Enclosure

cc: Dr. Steven W. Leslie, Executive Vice President and Provost, w/enclosure
Dr. Sue A. Greninger, Secretary to General Faculty, w/enclosure
Ms. D. Candice Fischbach, Policy Manager, w/enclosure
Ms. Deborah L. Roberts, Executive Assistant, w/enclosure
PROPOSED REVISIONS TO THE LANGUAGE CONCERNING THE ELECTION OF THE SECRETARY OF THE GENERAL FACULTY IN THE HANDBOOK OF OPERATING PROCEDURES

Professor Dean Nelkirk (electrical and computer engineering and committee chair) submitted the following proposal on behalf of the Faculty Rules and Governance Committee recommending changes to the description of the election of the Secretary of the General Faculty. The secretary has classified this as general legislation; it will be presented to the Faculty Council for a vote at its meeting on November 28, 2011. Final approval of this legislation resides with the president of the University, and upon approval an informational copy will be transmitted to UT System.

Sue Alexander Greninger, Secretary
General Faculty and Faculty Council

CHAPTER 1 – FACULTY GOVERNANCE
Section 1. GENERAL FACULTY
A. Authority and General Functions
   {No changes to this section.}
B. Membership
   {No changes to this section.}
C. Meetings
   {No changes to this section.}
D. Organization
   1. The President shall be Chair ex officio of the General Faculty.
   2. At the annual meeting of the General Faculty, held no later than January [Prior to the fall academic term each year], the General Faculty shall elect its Secretary, [who shall serve for the year beginning on the first day of the fall] whose term of service shall begin on the first day of the following academic year. One nomination shall be submitted named by [a special-committee appointed by the President] the Faculty Council Executive Committee [in spring] early in the fall semester; other nominations may be submitted from [by] the floor at the annual meeting of the General Faculty. If the Secretary should cease to be a member of the Faculty Council, the General Faculty or should become incapacitated, the Faculty Council shall elect a voting member of the General Faculty to serve as Acting Secretary of the General Faculty until the next regular election.

{No further changes}

Rationale for change:
Since the Secretary is afforded a reduced teaching load, holding the election no later than January ensures that the department of the newly elected Secretary has sufficient time to reassign courses for the following fall semester. We recommend replacing the current special committee appointed by the president with the Faculty Council Executive Committee (FCBC) because the FCBC members generally know individual faculty members who have the experience and knowledge of faculty governance to serve effectively as Secretary. In addition, Executive Committee members have often served on previous nominating committees; thus, this procedure would be more efficient.

Distributed through the Faculty Council website (www.utexas.edu/faculty/council/) on November 16, 2011.