



UNIVERSITY OF KENTUCKY

Office of the Chair
University Senate Council
203 Main Building
Lexington, Kentucky 40506-0032
Phone: (859) 257-5872

May 20, 2015

Bob Sandmeyer
College of Arts and Sciences
Department of Philosophy

Dear Senator Sandmeyer,

I am pleased to confirm your membership in the University Senate. Thank you for serving the University in this important way. Your period of appointment is for three years, beginning August 16, 2015 and terminating on August 15, 2018.

As you may be aware, the Senate regularly meets during the academic year on the second Monday of each month, from 3 to 5 pm, in the W. T. Young Library Auditorium. The Senate's meeting dates can be found at:

http://www.uky.edu/Faculty/Senate/university_senate/meeting_dates/2015-2016.htm. You will receive the minutes from the previous meeting via email within a couple weeks after the meeting. The agenda will be sent to you via email approximately six days prior to the meeting date. Please note that attendance at Senate meetings is mandatory and any conflict with regularly scheduled faculty duties, such as teaching, must either be resolved or reported to the Office of the Senate Council immediately.

*The next regularly scheduled meeting is on Monday, September 14, 2015 in the Auditorium of the W. T. Young Library. **An orientation for new senators will be held two weeks prior on Monday, August 31, in the Lexmark Public Room (room 209) in the Main Building at 2 pm.*** As a part of your orientation, President Eli Capilouto will also attend and speak on the value of shared governance. Please RSVP to Sheila Brothers (sbrothers@uky.edu) about attending this important informational session for new senators; seating is limited so it is best to confirm your attendance as quickly as possible.

In addition to its several advisory roles, I would like to briefly mention the importance of the University Senate as the final policy-making body of the University of Kentucky in a number of matters:

1. In matters of educational policies, such as the creation of new courses, requirements for admission and graduation, and changes to academic program content, your vote to approve/disapprove in the University Senate constitutes the final University decision.

2. In matters of creation or termination of degree-granting academic programs, the University Senate makes the controlling decision on whether such proposals will reach the Board of Trustees for its final University action.
3. In matters of policies on qualifications for student graduation with honors or for honorary degrees to others, it is only you, an elected Faculty Senator, who casts the deciding policy vote in the University Senate.
4. In several other areas, such as the creation of colleges/departments, how deans should be evaluated, and faculty membership on University-wide committees, the University Senate must be consulted by the administration.

Membership on at least one Senate committee is part of your senatorial responsibilities. http://www.uky.edu/Faculty/Senate/committees_councils/index.htm I request that you identify *at least* one Senate committee on which you would like to serve until your term as senator ends. On the list of committees and corresponding descriptions sent with this letter, please note your first, second and third choices. In order to facilitate the process of composing Senate committees, please submit this information to Sheila Brothers via email (sbrothers@uky.edu) **within 5 days of receipt of this letter.**

In planning your annual service to the University as senator, it is a good rule of thumb to acknowledge that each Senate meeting requires at least a similar amount of preparation time as does the transaction of the business itself. On average, membership in the University Senate takes approximately four hours per month, and service on one committee can take up to an additional four hours per month, depending upon the workload of the committee. This translates into approximately 5% effort on your DOE.

As a senator you are in an excellent position to take an active role in important educational policy decisions and convey such developments to your home college. Regular attendance at Senate meetings is essential to perform this role and is the basic requirement of all senators. This requirement is codified in the *University Senate Rules*; a Senator who accumulates three unexplained absences from Senate meetings during the academic year is subject to removal from the Senate. If for some reason you are unable to attend a Senate meeting, please contact Janie Ellis in the Office of the Senate Council (janie.ellis@uky.edu) prior to the meeting and your absence will be noted as “explained.”

I look forward to meeting you at the orientation for new senators and to working with you throughout the academic year. Please be on the lookout in early fall for an invitation to a “Welcome Back” reception on September 15 at 4 pm, hosted by President Eli Capilouto at his home.

Sincerely,

Andrew Hippisley,
Chair, University Senate Council

cc: College Dean
Department Chair