

7 **Senate Management Resolution**  
8 **Remote Attendance at Senate and Committee Meetings**  
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10 Legislative History: Modification of Senate standing rule 17 which pertains to committee  
11 meetings.  
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13 Whereas: Requests have been received from members of the Executive Committee  
14 and members of policy and operating committees to participate in  
15 meetings via teleconferencing, and

16 Whereas: Senate by-laws clearly establish expectations and standards for  
17 attendance at Senate and committee meetings but are silent on whether  
18 participating via teleconferencing or web-based conferencing fulfills the  
19 attendance requirements, and

20 Whereas: Remote attendance is a senate management issue and best  
21 addressed through the Senate's standing rules, and

22 Whereas: Guidance is needed on remote attendance for members and  
23 committee chairs, and

24 Whereas: Viewpoints and needs associated with in-person requirements can vary,  
25 but access, quality, and participation are shared values, therefore be it

26 Resolved That language be added to standing rule 17 to provide  
27 guidelines regarding remote attendance at Senate and committee  
28 meetings as noted in this senate management resolution.  
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31 Rationale: The option to attend meetings from a remote location is potentially beneficial  
32 in terms of morale (e.g., balance domestic and work obligations, commuting distance).  
33 Given the expansion of technological tools that facilitate remote communication some  
34 amount of flexibility should be available regarding meeting attendance. However, the  
35 standing practice has been in-person attendance. In addition, (a) campus resources  
36 may not be robust or reliable enough, depending on the location, to make remote  
37 attendance feasible, (b) the availability of technical support, or lack thereof, for  
38 committee chairs will likely influence the viability of remote attendance, and c) the work  
39 of the executive committee, based on past experience, has been facilitated through  
40 direct exchanges among members. The burden of arranging for accommodations  
41 should not fall on the committee chair, thus the bylaws place that responsibility on the  
42 individuals requesting remote attendance. Of utmost importance is the quality of the  
43 exchange of ideas and information. The level of quality associated with in-person  
44 attendance should be maintained.  
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48 Approved: 4/11/16  
49 Vote: 7-0-0  
50 Present: Mathur, Gleixner, Shifflett, Beyersdorf, Becker, Curry, Laker  
51 Absent: Romero, Grosvenor  
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53 Financial Impact: None expected.  
54 Workload Impact: Potential increase for committee chairs with regard to planning,  
55 organization, and management of meetings.  
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58 Modification to Standing Rule 17: add item g (1 through 4):  
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60 g) Remote Attendance  
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62 1) Executive Committee of the Senate: No remote attendance is permitted.  
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64 2) Academic Senate: Any action taken by the Senate requires the presence of a  
65 quorum of the elected members in person. Members of the Senate are expected  
66 to attend meetings in person. At the discretion of the Senate chair remote  
67 attendance may be permitted when appropriate and reliable resources are  
68 available and the work of the Senate will not be compromised. Such  
69 accommodations should be rare. The individual requesting remote attendance is  
70 responsible for making all necessary arrangements needed to facilitate remote  
71 attendance.  
72

73 3) Policy Committees: Members of policy committees are expected to attend meetings  
74 in person. At the discretion of the policy committee chair remote attendance may be  
75 permitted when appropriate and reliable resources are available and the work of the  
76 committee will not be compromised. Such accommodations should be rare. The  
77 individual requesting remote attendance is responsible for making all necessary  
78 arrangements needed to facilitate remote attendance.  
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80 4) Operating Committees, Special Agencies, Special Committees, Other Committees:  
81 Members of operating committees, special agencies, 'other', and special committees  
82 are expected to attend meetings in person. At the discretion of the committee chair  
83 remote attendance may be permitted when appropriate and reliable resources are  
84 available and the work of the committee will not be compromised. The individual  
85 requesting remote attendance is responsible for making all necessary arrangements  
86 needed to facilitate remote attendance.  
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