LFPA Executive Committee Minutes
December 10, 2014

Present: Sherry Williams, Elspeth Healey, Lea Currie, Meredith Huff, Leah Nelson

Guests: Marianne Reed, Sara Morris, Fran Devlin, Erin Ellis

Marianne, Sara, and Fran from the Code and Bylaws Committee attended this meeting to discuss two items: 1) Kim’s departure and filling the Chair position and 2) Quorums and how quorums relate to voting.

According to the LFPA Code, if the Chair leaves after one half of their term is complete, LFPA Exec is responsible for deciding how to fill the vacancy. Since Kim was elected to a two-year term, more than half of her term had elapsed, which meant that an election to fill the vacancy was not required. The Code and Bylaws also do not indicate that the Vice Chair must take the Chair’s place in the event of a vacancy. Sherry volunteered to fill Kim’s place as Acting Chair and Exec heartily supported her. Since Sherry is not leaving the Vice-Chair position, we do not have to choose another Vice-Chair. For the five months remaining of Kim’s term, Sherry will serve as Acting Chair, as well as Vice-Chair, and Chair-Elect. In July, she will become the Chair of LFPA. A new Vice-Chair/Chair-elect will be elected in the Spring elections and will assume office in July.

Code and Bylaws was given a charge to clarify how quorums work during LFPA meetings. According to the Committee, a quorum is the number of people who need to be present for business to take place, which is 1/3 of the total LFPA membership. A quorum determines if a meeting can take place and the Chair is responsible for ensuring there is a quorum. If there is not a quorum, a temporary recess can be taken so that additional participants can be located.

As far as quorums in relation to voting, a vote to send something to ballot can occur with any group of people (all UPS, all FAC, mixed, etc.). However, the people who do the ballot voting are only people who are affected by the issue (e.g. tenure issues would be voted upon via ballot by faculty). Additionally, anything regarding changes to the Code and Bylaws must be voted upon by everyone (UPS & FAC), even if it is changes to a faculty only issue. The majority of people who are present can vote, so depending on what you’re voting on you’ll need different majorities.

Q: Do Academic Staff vote on faculty issues?
A: Yes, they’re faculty-equivalent.

Q: What if only two people vote in the ballot?
A: Not valid--A minimum percentage of all those eligible to vote on the ballot is required for passage, usually a simple majority or more, depending on the issue being voted upon.

Q: Who are the “eligible members” in reference to voting?
A: Any member of LFPA, as opposed to those who may attend LFPA meetings who are not voting members.
There was general discussion about the upcoming hiring of more Academic Staff. All documents are up-to-date as far as including Academic Staff issues. There was a question of whether there will be an issue of faculty reporting to Academic Staff and it was stated that that governance issue would be discussed at the University level. A concern was raised about faculty who are going through P&T processes with an Academic Staff person as their supervisor who may not know the P&T process as well as a faculty member.

Erin Ellis asked if the issue of separating LFPA into two groups would be considered this year. Sherry responded by letting Erin know this issue was on our radar but needs further discussion. The University is currently looking at issues such as this so LFPA Exec is waiting to hear the results of what they find. It was suggested that since LFPA now has more UPS members, perhaps LFPA Exec needs to diversify and take on more UPS representation.

Sherry updated the group on her final meeting with lorraine, which Kim also attended. lorraine informed them that the search for her replacement would be coming up soon and she thought another Dean from the University would likely chair that search committee. lorraine was confident there would be a an opportunity for input from Library governance.

Action items:

- LFPA Exec will find a replacement for Kim’s spot on Faculty Senate
- Lea will be coordinating the Orientation Meeting and plans to reserve a room at the Union