

UNIVERSITY OF ARKANSAS AT LITTLE ROCK

TRANSMITTAL OF FACULTY SENATE LEGISLATION

(Faculty Senate legislation is to be submitted to the chancellor to approve or disapprove within *ten calendar days* of the Faculty Senate action. The chancellor may approve or veto any Faculty Senate legislation within a period from the *eleventh through the twenty-fifth calendar day* after such action has been presented, unless the Assembly has been petitioned to amend or rescind the Faculty Senate legislation. In the latter case, the chancellor's approval or veto shall be made no later than fifteen calendar days after the Assembly has voted on and failed to approve a motion to amend or rescind a legislative action of the Faculty Senate. The chancellor shall provide written reasons for a veto to the Faculty Senate.)

To the Chancellor of the University of Arkansas at Little Rock:

The following resolution/legislation passed the UALR Faculty Senate on January 29, 2016.

Motion FS_2016_2. Faculty Senate Executive Committee (Legislation. Requires majority vote at one Faculty Senate meeting) General Operating Procedures for eVoting

Be it resolved that the following policy be created,

General Operating Procedures for eVoting

In accordance with the Bylaws of the Constitution of the Assembly of the University of Arkansas at Little Rock, each committee wishing to use eVoting shall submit a proposal describing what matters may be decided by eVoting and the procedures that will be used to implement eVoting.

A Faculty Senate committee may render a decision on a “matter of routine business” through asynchronous electronic means such as email (hereafter referred to as eVoting) provided that it follows the rules outlined in this policy.

A “matter of routine business” is a matter that the committee encounters frequently in its operation and which the committee typically acts on with limited or no discussion. A policy decision or election cannot be considered as a routine matter of business.

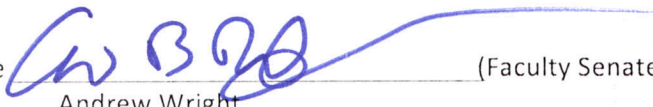
Only members of the committee may propose an item to be decided by eVoting. The committee must specify the minimum number of members that must propose the item for it to be considered.

Any member of the committee may require a meeting and that the voting be done at the meeting by notifying the chair of the committee in writing after an item to be decided by eVoting has been communicated to the committee and before the end of the voting period. If there is a need to amend the item, then a meeting must be held.

The proposal must contain the following:

- all routine matters of business that the committee may consider through eVoting.
- the means by which an item to be decided by eVoting shall be communicated to the members of the committee. All members of the committee, including non-voting members, must be included in the communication of an item.

- how eVoting will be conducted (e.g., by email).
- the time period from the communication of the item by which the eVoting will be concluded.
- the required percentage of those voting that will be used to determine if an item is approved (majority) and the minimum number of the committee that must vote in order for an item to be approved (quorum).
- whether or not votes may be viewed by committee members during the voting
- how the result will be communicated to the committee

Signature  (Faculty Senate President) Date 2/3/2016
Andrew Wright

Received in chancellor's office on RECEIVED FEB 04 2016 (date)

Chancellor's Action: APPROVED DISAPPROVED
(reasons to be attached)

Chancellor's Signature  Date 2-24-16
Joel Anderson