

Proposed Revisions to the *Palmetto College Campuses Faculty Manual*
 Palmetto College Campuses Faculty Senate
 University of South Carolina

Brief Title of Proposed Change	Making computation of the number of senators earlier
Committee Proposing Revision	Executive Committee
Date of Presentation to Senate	November 18, 2022
Senate Approval Date	February 10, 2023

Rationale for Proposed Revisions

- The current manual has the number of senators allotted to a campus computed at the beginning of Fall, based on the previous year’s Fall enrollment. But senators are usually elected in the Spring. Computing the number of senators before electing them makes more sense.

Summary of Proposed Revisions

- We move the timing of computing the number of senators up. We also change the wording of the enrollment figure used:

Section and page numbers of the current *Manual* for proposed revisions

Current	Proposed
<p>(From pages 91-92 of the PCCFM)</p> <p>Section 2. The Senate shall consist of a minimum of three Senators from the faculty of each Palmetto College Campus. One additional Senator will be elected for each one hundred fifty (150) full-time equivalent students above four hundred fifty (450) enrolled for the previous fall semester, as reported to the South Carolina Commission on Higher Education (CHE).</p> <p>Specifically, a campus with the previous year’s fall enrollment of at least six hundred (600) full-time equivalent students will elect four Senators, a campus with at least seven hundred fifty (750), five Senators, and so on. Each campus shall establish and publish rules and procedures governing the election of its members to the Senate and the filling of vacancies. At the first election of the members to the Senate, each campus shall designate terms of one, two, or three years for its members so that approximately one-third of its members will be allotted each of the terms. Thereafter, members elected to the Senate shall have terms of three years, unless chosen to fill unexpired terms. Each campus also will</p>	<p>(From pages 91-92 of the PCCFM)</p> <p>Section 2. The Senate shall consist of a minimum of three Senators from the faculty of each Palmetto College Campus. One additional Senator will be elected for each one hundred fifty (150) full-time equivalent students above four hundred fifty (450) enrolled for the previous fall semester, using the Fall Freeze FTE. Specifically, a campus with the previous year’s fall enrollment of at least six hundred (600) full-time equivalent students will elect four Senators, a campus with at least seven hundred fifty (750), five Senators, and so on. Each campus shall establish and publish rules and procedures governing the election of its members to the Senate and the filling of vacancies. At the first election of the members to the Senate, each campus shall designate terms of one, two, or three years for its members so that approximately one-third of its members will be allotted each of the terms. Thereafter, members elected to the Senate shall have terms of three years, unless chosen to fill unexpired terms. Each campus also will elect one or more Alternate Senators for a one-year term. An Alternate will substitute for a</p>

elect one or more Alternate Senators for a one-year term. An Alternate will substitute for a Senator in the event that the Senator is unable to attend a meeting of the Senate. No Palmetto College Campus may have more than seven Senators. If campus enrollment decreases, compliance with the rule for appropriate number of Senators shall be accomplished by attrition.

Section 3.

Each fall, the Palmetto College Campus Dean of each campus should recalculate the number of members of the Senate to which the campus is entitled and revise the number of vacancies to be filled. Elections to fill these vacancies (either new or unexpired terms) shall then be held in time to submit a full roster of Senators and Alternates to the Secretary of the Senate no later than the second Wednesday in September. The term of office of newly elected Senators and Alternates shall begin with the first Senate meeting of the academic year.

Vacancies which may occur during the year may be filled by a special election, and such Senators shall serve the unexpired term of the seat to which they are elected. Expansion of the number of full-time equivalent students during the year shall not increase the number of seats to which a campus is entitled for that year.

Senator in the event that the Senator is unable to attend a meeting of the Senate. No Palmetto College Campus may have more than seven Senators. If campus enrollment decreases, compliance with the rule for appropriate number of Senators shall be accomplished by attrition.

Section 3.

Each spring, the Palmetto College Campus Dean of each campus should recalculate the number of members of the Senate to which the campus is entitled and revise the number of vacancies to be filled. Elections to fill these vacancies (either new or unexpired terms) shall then be held in time to submit a full roster of Senators and Alternates to the Secretary of the Senate no later than the second Wednesday in September. The term of office of newly elected Senators and Alternates shall begin with the first Senate meeting of the academic year.

Vacancies which may occur during the year may be filled by a special election, and such Senators shall serve the unexpired term of the seat to which they are elected. Expansion of the number of full-time equivalent students during the year shall not increase the number of seats to which a campus is entitled for that year.