

Consent Agenda

A consent agenda, known in *Robert's Rules of Order* as a “consent calendar” (11th ed. p.361, III.11-32) may be presented by the Presiding Officer in advance of a regular meeting. Items listed are usually of a routine and uncontroversial nature. ~~The Presiding Officer, following the recommendation of a committee and in consultation with that committee's chair and the Executive Council of the University Senate, shall determine which items are placed on the consent agenda.~~ For each source committee, items emerging from that source committee are placed on the consent agenda by the Presiding Officer at the request of, and in consultation with, the chair of that source committee. The Presiding Officer may consult with the Executive Committee of the University Senate when setting the consent agenda. The consent agenda is taken up at the regular meeting prior to the standing committee reports. An item may be removed, without a stated reason, from the consent agenda at the request of any member. Removed items may be taken up either immediately after the consent agenda, placed later on the regular agenda, or added to a future meeting's agenda at the discretion of the assembly. Items not removed from the consent agenda may be considered in gross and without amendment or debate. A motion to approve the consent agenda requires a second and a majority vote.

[I recommend placing this in Article IV, Section I *Committee Business*. JS]

Committee members shall vote on each proposal submitted to the committee. In cases where the vote is divided, the number of votes for and against the proposal shall be recorded in the committee's meeting minutes. Recommendations for or against the proposal will be brought before the University Senate either as a formal motion or as an item on the consent agenda. All recommendations by a committee, for or against a proposal, voted on by the University Senate shall be recorded in the University Senate minutes.