

# Rules of the Faculty Senate

I second and fourth  
fall and spring semesters.  
ions shall be open to all members of the  
lly should be allowed to participate in discussion  
of visit participation in proceedings is  
les of Order shall govern the Senate in all  
sistent with the Senate Constitution  
eaking only twice on an issue shall not  
enates shall conform to Robert's Rules of  
e membership.  
ajority in a senate meeting shall be  
ent and voting. Additionally, unless  
two vote for adoption shall be construed  
and voting.

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6. **Written Reports**

Written committee reports to the Senate consist of two kinds, written reports and motions.

A written annual report shall be submitted to the Senate by April 1 by each committee chair, containing the following:

- a Date
- b Names of members
- c Approximate meeting schedule
- d Summary of activities and/or decisions.