

SENATE CALENDAR SPRING 2010

Senate retreats and special meetings shall be scheduled as needed
Grey highlights = Deadlines requiring coordination with admin/board

- Mon, Jan 18: Martin Luther King Day
- Tue, Jan 19: First day of weekday classes
- Fri, Jan 22: Close Faculty Development Fund
- Mon, Jan 25: Senate Candidates' statements Due
- Tue, Jan 26: Senate mtg 1**
- Tue, Feb 02: FDF mtg; APPC mtg
- Tue, Feb 09: Senate mtg 2**
- Fri, Feb 12: Start Senate Elections for 2010-2013 term
- Mon, Feb 15: President's Day ; classes in session
- Tue, Feb 16: FDF mtg; APPC mtg
- Tue, Feb 23: Senate mtg 3**
- Mar 02: FDF mtg; APPC mtg
- Tue, Mar 09: Senate mtg 4 (select Faculty Trustee candidates)**
- Mar 13-Mar 19: Spring Break (Sat-Fri)
- Mar 23: Senate mtg 5; Close Elections 5 pm**
- Wed, Mar 24: Tally; Notify & request confirmation
- Fri, Mar 26: FDF mtg in Manhattan
- Tue, Mar 30: APPC mtg
- Wed, Mar 31: Senator confirmations due
- April: Provost announces FDF awards
- Fri, Apr 02: All Institute Holiday
- Tue, Apr 06: Senate Report, all-institute mtg 6; Publish Academic Senate Election Results & Report**
- Apr 11-Apr 12: Spring Holiday
- Tue, Apr 13: APPC mtg
- Thu, Apr 15: DTA nominee name due to Provost's Office
- Tue, Apr 20: Senate mtg 7 (select BoT Faculty Reps/Observers; elect new officers)**
- May 04-May 10: Final Critiques/Exams (Tue-Mon)
- Mon, May 10: Last Day of Class; All incomplete grades for the Fall 2008 term turn to an F
- May-June: FDF awards received in regular May and June pay
- Wed, May 12: Grades Due
- Thu, May 13: Honors Convocation; tentative
- Mon, May 17: Commencement; tentative

APPC = Academic Programs and Policies Committee
FDF = Faculty Development Fund
DTA = Distinguished Teacher Award

Unless otherwise indicated, the Senate meets every other Tuesday in the small faculty dining room, from 12:30 to 1:50 pm. Senate committees typically meet on Tuesdays that the Senate does not meet. Standing rules for meetings, including those on Attendance, Guests and Minutes, are published online: <http://www.prattsenate.org/policies>

SENATE MEETING SCHEDULE SPRING 2010

Approved by the Academic Senate, October 6, 2009

- Tue, Jan 19: First day of weekday classes
- Tue, Jan 26: Senate mtg 1
- Tue, Feb 09: Senate mtg 2
- Tue, Feb 23: Senate mtg 3
- Tue, Mar 09: Senate mtg 4 (select Faculty Trustee candidates)
- Mar 13-Mar 19: Spring Break (Sat-Fri)
- Mar 23: Senate mtg 5
- Tue, Apr 06: Senate Report, all-institute mtg 6
- Apr 11-Apr 12: Spring Holiday
- Thu, Apr 15: DTA nominee name due to Provost's Office
- Tue, Apr 20: Senate mtg 7 (select BoT Faculty Reps/Observers; elect new officers)
- May 04-May 10: Final Critiques/Exams (Tue-Mon)

SENATE ELECTION SCHEDULE SPRING 2010

Approved by the Academic Senate, December 8, 2009

WWW.PRATTSENATE.ORG/ELECT

- Tue, Jan 19: First day of weekday classes
- Fri, Feb 12: Start Senate Elections for 2010-2013 term
- Mar 13-Mar 19: Spring Break (Sat-Fri)
- Tue, Mar 23: Close Elections 5 pm
- Wed, Mar 24: Tally; Notify & request confirmation
- Wed, Mar 31: Senator confirmations due
- Tue, Apr 06: Publish Academic Senate Election Results & Report. Senate Report, all-institute mtg 6
- Tue, Apr 20: Elect new officers. Senate mtg 7 (select BoT Faculty Reps/Observers)

SENATE MEETING ATTENDANCE POLICY WWW.PRATTSENATE.ORG/POLICIES

Adopted by the Academic Senate, 23 March, 2004; Revised, 6 September, 2005

Senators are expected to use their best efforts to attend meetings of the Senate, including the Senate Report. A Senator who will be absent from several meetings must notify the Secretary, so that the Alternate for that position may be asked to attend in place of the absent Senator. If there is no Alternate, the Nomination and Election Committee will appoint an Interim Alternate from the Senator's constituency.

If a Senator misses three consecutive meetings and does not inform the Secretary, the Committee will immediately replace the Senator with the Alternate. If there is no Alternate, the Committee will hold a new election for that position.

SENATE MEETING GUEST POLICY (excerpt)

Adopted by the Academic Senate, 5 September, 2006

Guests, who are non-voting, are welcome to contribute as appropriate and serve as experts concerning specific language issues, not for procedural issues. Guests are welcome to lunch privileges

Senate Constituents, Faculty & Chairs

Faculty and Chairs may attend regular Senate meetings as non-voting guests. Faculty and Chairs wishing to attend regular Senate meetings should notify the Secretary of the Senate, at least a week in advance of the meeting.