

MEMO

To: Senate Executive Committee members
From: Anna Haley
Date: January 3, 2024
Re: information on Senate email access to constituents

Greetings and happy new year, all. The attached table contains the responses I have received to date from my early December email inquiry to heads of university senates in the "Big 10" on their access to their constituents via email. I undertook this primarily in my role as Chair of the New Brunswick Faculty Council, though I appreciate that the information is of great interest to Senate leadership, including EC members and committee co-chairs.

Note that some senates are pan-constituency like Rutgers', while others are the more traditional faculty-only representation. I am continuing to follow up on these responses (and non-responses).

SENATE EMAIL ACCESS TO CONSTITUENTS ACROSS THE BIG 10

"Big 10" institution	Senate Chair	Process for Senate to communicate with constituents
University of Illinois	Jeffrey Eric Jenkins, Chair, Senate EC	<i>Awaiting response</i>
Indiana University-South Bend	Carolyn Schult, President	I receive a list of all faculty and their emails from our Academic Affairs office every semester. I seldom send out a direct email, but can do it if I need to . For normal Senate business, we post to the Senate blog and our daily electronic bulletin board. Faculty and staff get a daily email digest of posts.
Indiana University-Bloomington	Colin Johnson, Faculty Council President	<i>Just learned of – will send inquiry</i>
University of Iowa	Edward Gillan, President	The Faculty Senate at Iowa does have “blanket approval” to send emails directly to all faculty or subset of faculty without prior university approval . We rarely do that (other than to solicit nominations for awards) and I suppose our “approval” could easily be taken away if we overused the direct emails to all faculty.
University of Maryland	Christopher Jarzynski, Chair	At UMD, individual Senators are able to send emails to their constituencies. After each Senate meeting, the Senate Office provides a summary of the meeting to Senators, who in turn can send that summary to their constituencies, together with whatever commentary they wish to add (as long as it is made clear that additional commentary represents the Senator's, not the Senate's views). We have a University (not a Faculty) Senate, and the Senate Office does not have access to university-wide email lists .
University of Michigan	Tom Braun, Chair	At University of Michigan, I am able to directly email all of our faculty senate constituents, although not through a simple email group . The director of our Faculty Senate Office needs to generate the list of constituents on-the-fly (which can change daily based on people's appointments, new hires, etc). I then craft my email text, give the text to the FSO director, and he sends out the email on my behalf.
Michigan State University	Jack Lipton, Chair	At Michigan State University, our office of Academic Governance can email the entire faculty . This is because in our bylaws, we not only have the faculty senate as a governance body of representatives, we also have the “academic congress” which consists of all voting eligible faculty. We had to fight for this as well, but have had it in place for a few years. It is only one email account that can do this, but we have that ability. I send a monthly video message to all faculty to keep them informed of the activities of the Faculty Senate, the University Council, etc.

University of Minnesota	Rachna Shah, Vice Chair (Chair is the U President)	<i>Awaiting response</i>
University of Nebraska-Lincoln	<i>Could not find info</i>	
Northwestern University	Regan Thompson, President	At Northwestern, we can access the bulk email system without the need for approval . We use this for quarterly newsletters and important announcements (such as special events).
Ohio State University	Ben Givens, Secretary (? Faculty member)	<p>At Ohio State, our senate is comprised of faculty, students, staff, and administrators. The senate office most frequently communicates with the 141 senators who represent the various constituencies. For faculty, we maintain separate listservs for all the faculty in each college, and we encourage the senators who represent those colleges to use the listserv to communicate with their constituents. These range from a listserv of 50 faculty in Optometry to 2800 in Medicine. We also can email all 7500 faculty directly, although like others, we rarely do this. As for the students, staff or administrators, we do not typically email all of the constituent members of those groups. If we had a good reason to, we would work with the appropriate communications office, who I assume would send the communication on our behalf.</p> <p>The bottom line is that the Office of Academic Affairs provides the senate office annually a spreadsheet that contains the names of all faculty, with columns for college, department, titles, campus, and email addresses. We use the information to construct listservs to communicate with various subgroups of faculty. The senate office has always been very judicious in our use of emails, while some of our faculty senators are more pointed in their communications to their constituents. In either case, we have not received any cautions or restrictions on our communications, or access to faculty emails.</p>
Pennsylvania State University	Michele Stine, Chair	At Penn State, I am able to email ALL faculty at the university through our senate office . We fought for some time for the ability to do that and made the same argument that it sounds like you are making, that not allowing direct communication with the faculty as a whole disenfranchises the faculty and inhibits the faculty senate. There are occasionally time sensitive issues where we cannot wait for communication to filter down through the representatives. We use the faculty list developed from our yearly census that helps us determine how many representatives every unit gets. Other than our senate plenary agenda and meeting notice, I don't communicate with all faculty directly often (maybe a few times a year) because I want people to pay attention to those emails when they do see them.
Purdue University	Brian Leung, Chair	I've asked our Secretary of Faculties to write Anna directly if she has a deeper history. At Purdue University, as University Senate Chair I am able to email Senate members at once. I did so today, as a matter of fact. This account is not available for general Senate member use. The

		<p>Provost's office holds the listserv that can contact the broader campus community. <u>Were I eager to get a message out to campus, I would need to make a request to the Provost's office. If approved the message would come from that office, not me.</u></p> <p>From Nush (Manushag Powell), Secretary of Faculties: At Purdue, we do not have direct access to the faculty or university-wide listservs (we are technically a university, rather than a faculty Senate). Our most frequent means of communication is via the Senators to their constituents; we also produce a newsletter and put announcements as needed in the daily university-wide email ("Purdue Today"). In recent years, when we've had a compelling reason to contact the faculty or, as happened sometimes during COVID, the entire university, we have been able to work with the Provost's Office to get access to the web mailer and do so.</p> <p>There was a push last year for the Senate to have more direct access to university-wide communication, but it was not embraced by leadership. One question that was never fully answered: what happens when individual Senators want to have input into Senate messaging?</p>
University of Wisconsin-Madison	Susan Thibeault, Chair	<i>Awaiting response</i>