



**RUTGERS UNIVERSITY**  
**University Senate**

**Orientation 2024–2025**

- **Chair: Lucille Foster**
- **Vice Chair: Adrienne Esposito**
- **Executive Secretary: Vicki Hewitt**
- **Administrative Assistant: Morgan Smith**

# Overview of the Orientation

- What is the Rutgers University Senate?
- Who are the Senators?
- How is the Senate managed?
- What is involved in Senate Meetings?
- What are the Senate Committees?
- How do issues reach the Senate?
- To whom do I direct questions?

# What is the Rutgers University Senate?

- It is the principal shared-governance advisory body to the President.
- It is the sole institution that represents the entire community of faculty, students, staff, administrators, and alumni to the President of Rutgers and to the Board of Governors.
- It exercises legislative authority on certain matters delegated to it by the Board of Governors.

## Who are the Senators?

- The total entitlements for Senators vary from year-to-year depending on numbers of students and faculty.
- Entitlements for lecturers, alumni, and staff are consistent year-to-year.
- Typically, the number of voting Senators is approximately 220.

# How is the Senate managed?

- The Executive Committee meets prior to each Senate meeting.
- Its primary duties involve:
  - discussion and issuance of charges to committees to investigate and report on matters brought before it
  - receipt of the committee reports
  - docketing of reports and other matters for review by the whole Senate
  - set the agenda for forthcoming Senate meetings
- The Executive Committee may act on behalf of the Senate, if necessary, between full Senate meetings.

# Senate Meetings

- The Senate meets monthly, 8 times each academic year during the fall and spring semesters.
- The schedule is available at: [senate.rutgers.edu/meetings](https://senate.rutgers.edu/meetings).
- Senators should schedule their availability from 10:00 am to approximately 4:00 pm for Senate business.
- The daily schedule for Senate meeting days includes:
  - 10:00-11:50 am: Senate committees
  - Noon-1:00 pm: Faculty, student, staff, and alumni caucuses
  - 1:10 pm to ~4 pm: full Senate meeting

# Senate Committees and Panels

- Executive Committee
- Standing Committees
  - Academic Standards, Regulations and Admissions Committee (ASRAC)
  - Access, Belonging, Inclusion, Diversity, and Equity Committee (ABIDE)
  - Budget and Finance Committee (BFC)
  - Faculty and Personnel Affairs Committee (FPAC)
  - Information Technology Committee (ITC)
  - Instruction, Curricula and Advising Committee (ICAC)
  - Research and Graduate and Professional Education Committee (RGPEC)
  - Student Affairs Committee (SAC)
  - University Structure and Governance Committee (USGC)
- Appeals Panel
- Nominating Panel

## How do issues reach the Senate?

- Matters for possible consideration by the Senate should be submitted via the Senate website (<https://senate.rutgers.edu/university-senate-charge-proposal>)
- What is required:
  - a brief statement of the proposed charge
  - a short rationale describing the issue with relevant background information
  - what committee you anticipate would consider the charge



## Who to contact with questions?

- [admin@senate.rutgers.edu](mailto:admin@senate.rutgers.edu)
- Vicki Hewitt, Executive Secretary  
[vickih@rutgers.edu](mailto:vickih@rutgers.edu)
- Lucy Foster, Chair  
[lufoster@rutgers.edu](mailto:lufoster@rutgers.edu) or 917-974-2649
- Adrienne Esposito, Vice Chair  
[aespos@oit.rutgers.edu](mailto:aespos@oit.rutgers.edu)

Senate website: <http://senate.rutgers.edu>

# Questions?

First Senate & Committee Meetings:  
**Fri. Sept. 20**