

Bylaws

Faculty Compensation and Benefits Committee

Article I. Authorization.

Section 1. University Rule.

The Faculty Compensation and Benefits Committee (hereafter FCBC) is a standing committee of the University Senate and operates pursuant to Rule 3335-5-48.12 of the Administrative Code.

Section 2. Subordination.

All activities of FCBC are subject to the University Rules. These Bylaws are likewise subject to, and must be consistent with, the University Rules. Where these Bylaws may differ from the University Rules or such policies, the University Rules or policies will govern.

In questions of procedure and organization which are not specifically covered by these Bylaws or by the Rules, then the current edition of Robert's Rules of Order, will govern.

Article II. Charge.

Section 1. General Charge.

The Faculty Compensation and Benefits Committee will study the adequacy and other attributes of the university's policies and provisions for:

- (1) Salaries, outside professional services and supplemental compensation;
- (2) Retirement benefits, health and welfare benefits, life insurance, other insurance, travel reimbursement, educational benefits, recreational benefits, and other perquisites, benefits, and conditions of faculty employment.

Section 2. Subcommittees

The FCBC shall designate two standing subcommittees to concentrate, respectively, on:

- (a) Faculty salaries and related matters;
- (b) Faculty benefits.

Article III. Membership.

Section 1. Membership.

According to University Rule 3335-5-48.12, the Faculty Compensation and Benefits Committee consists of fifteen members.

- (1) Twelve tenure-track faculty, at least two of whom are members of the senate.
- (2) Two administrators.

- (a) The executive vice president and provost, or designee.
- (b) The senior vice president for talent, culture and human resources, or designee.
- (3) An emeritus member from the regular tenure-track faculty appointed annually by the president in consultation with the Ohio State University retirees association.
- (4) Additional non-voting members and consultants from the university, serving at the discretion of the voting members of the committee.

Section 2. Term of Appointment.

With respect to the faculty members of the committee, service on the committee shall be for terms not to exceed three years. Members of the committee are eligible for reappointment at the end of their regular term.

Section 3. Calendar year.

Each term begins on August 15 of the appointment year.

Section 4. Responsibilities.

Members are expected to attend meetings, to contribute collegially to discussions, to send and receive e-mails from the membership and officers, and to study relevant issues or cases which are placed before the committee.

Members will serve on one of the two designated sub-committees.

Article IV. Officers.

Section 1. Officers.

The officers of FCBC consist of a Chair and a Vice-Chair.

Section 2. Eligibility.

Only members of the FCBC are eligible to be officers, and the Chair must be a member of the University faculty in the second or third year of a three-year term.

Section 3. Election.

Each officer of FCBC is elected by a recorded and written majority vote of the membership.

Section 4. Term and Schedule.

A Vice-Chair is elected every spring at the end of the semester to serve as Vice-Chair during the following year. The Vice-Chair succeeds the Chair at the end of the academic year

Section 5. Temporary absence

When the Chair is temporarily absent, the Vice-Chair serves as Chair. If both the Chair and Vice-Chair are absent, the Chair and Vice-Chair will coordinate to appoint a member to serve as Chair.

Section 6. Duties of Officers.

1. Chair.

The Chair calls and presides over all meetings of the FCBC and is responsible for the general direction of the FCBC and for setting the agenda of each meeting. The Chair will distribute an

agenda prior to each scheduled meeting via e-mail.

The Chair is responsible for complying all reporting requirements, including the initial drafting of the annual report. At the conclusion of each Academic Year, the Chair ensures that the annual report and an accurate copy of these Bylaws are submitted to the Secretary of the University Senate.

2. Vice-Chair.

The Vice-Chair will take accurate minutes and attendance records of each meeting of the FCBC, and will file a draft of the minutes with the Chair promptly after the conclusion of each meeting of the FCBC.

The Vice-Chair will be responsible for depositing committee records on the internal shared folder that maintains an historical record of committee activities.

Article V. Meetings.

Section 1. Scheduling.

Notice of a meeting must be made via e-mail to all FCBC members as early as possible but at least a week in advance of any regular meeting. All meeting announcements must contain a time and place. All reasonable attempts will be made to schedule meetings of the FCBC at a time convenient for the membership.

The Chair will circulate an agenda for each regular meeting as early as possible and at least 72 hours before such meeting. The agenda will include, among others, the topics to be discussed and the issues to be voted on in the meeting. FCBC will not vote in a meeting on issues that were not included in such agenda.

Section 2. Public.

At regular meetings of the FCBC, all members of the University are welcome to attend. The Chair may request non-members to be present at a regular meeting of the FCBC.

Section 3. Quorum.

A majority of the voting membership constitutes a quorum. When a quorum is present, the action of the majority of those present shall constitute the action of the entire FCBC, except as provided in these Bylaws.

Section 5. Electronic voting.

Business of the FCBC may be conducted electronically. Any member may make a proposal by sending e-mail to all other members of the FCBC containing the text of the proposal and a deadline (at least a week in the future) when votes will be counted. The proposal, if approved by a majority of the members, will take effect immediately at the scheduled deadline, as if a special meeting had been called.

All votes must be made in public by e-mailing the membership of FCBC. A record of all such proposals and the results of such votes will be recorded in the meetings of the next regular meeting of the FCBC.

Article VI. Super Majority Votes.

Establishment and amendment of these bylaws will require a super majority vote of at least eight members of FCBC

These bylaws were approved by unanimous vote (9/9) on April 18, 2018