

## Policy AA-FP-PO9

### The Faculty Senate

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#### I. **Section 3-601 Purpose**

The Faculty Senate is the faculty legislative and deliberative body on all matters not within the jurisdiction of the Graduate Assembly, the Undergraduate Assembly, or the faculties of the various departments and colleges or schools and the University Faculty.

#### II. **Section 3-602 Membership**

- A. Each academic department and comparable unit offering undergraduate or graduate academic degrees shall elect one member for each fifteen full-time equivalent voting members of the faculty or major portion (eight or more) thereof assigned to the department or unit, provided that each such department or unit shall have a minimum of one member. The President and Provost shall be ex officio members without vote. When the size of the body reaches 60 members, the Senate shall be reapportioned to bring the number to less than 60.
- B. All voting members of the faculty, including chairs of departments, shall be eligible for membership.
- C. Voting members of the faculty and all full-time instructors in each department shall be eligible to vote.

- D. The term of the office shall be two years, with approximately one half the members to be elected each year. No person may serve more than three consecutive terms.
- E. If the chair of the Senate is the only senator from his/her department, a replacement may be elected by that department.

**III. Section 3-603 Functions**

- A. The Faculty Senate shall exercise faculty responsibility in all matters not within the jurisdiction of the other faculty bodies. It shall be the agency for presenting the views of the entire faculty to the administration and the Board of Regents.
- B. In any matter having to do with the academic program or internal budget of any instructional component of the University, members of the Senate may deliberate but may not legislate.

**IV. Section 3-604 Officers**

The Faculty Senate shall elect officers from among the elected members for a term of one year. They shall be a chair, vice chair, secretary, vice secretary and parliamentarian.

**V. Section 3-605 Executive Committee**

The officers shall make up the Executive Committee of the Senate and shall call meetings, circularize the faculty for agenda items and prepare the agenda for each meeting, conduct all meetings, and distribute the minutes to all voting members of the faculty.

**VI. Section 3-606 Advisory Committee**

- A. The chair, vice chair and six members of the Faculty Senate (one from each undergraduate college and one representing the School of Social Work, the School of Urban and Public Affairs, the School of Architecture, and the School of Nursing, collectively) shall act as a faculty advisory committee to the President.
- B. The Senators from each undergraduate college and the Senators from the School of Social Work, the School Urban and Public Affairs, the School of Architecture, and the School of Nursing, shall elect annually from their number one member to the Advisory Committee.

**VII. Section 3-607 Committee on Equity**

**A. Structure**

The Committee on Equity shall consist of six members, one from each undergraduate college and one representing the School of Social Work, the School of Urban and Public Affairs, the School of Architecture, and the School of Nursing, collectively. The Senators from each undergraduate college and the Senators from the School of Social Work, the School of Urban and Public

Affairs, the School of Architecture, and the School of Nursing shall elect annually from their number one member to the Committee on Equity.

**B. Function**

The purpose of the Committee is to hear any faculty member or associate of the faculty who feels that he/she has not been given equitable treatment in matters other than those pertaining to tenure, promotion, termination for cause, nonrenewal of appointment, termination for financial exigency, termination for program abandonment or elimination of position, or academic freedom.

**C. Procedures**

1. The individual seeking equity shall provide written documentation showing that the matter has been pursued with the administrator who made the decision and then up the administrative chain to the President before taking a complaint to the Committee on Equity.
2. To further establish committee jurisdiction, the complaint(s) shall not consist of a subject excluded under Sec. 3-607 B.
3. The individual shall develop, organize, and transmit to the committee a complete set of documents presenting relevant information and arguments in support of the complaint(s). Copies of the documents will be transmitted to the administrator who made the decision or took the action that is the subject of the complaint(s). The administrator shall have ten (10) work days to respond in writing to the Committee. If the response of the responsible administrator presents a rational basis for the decision or action, the Committee shall dismiss the complaint.
4. Committee recommendations will be forwarded to the President for consideration and action.

**VIII. Section 3-608 Committee on Tenure and Academic Freedom and Responsibilities**

**A. Structure**

1. The Committee on Tenure and Academic Freedom and Responsibilities shall consist of six members, one from each undergraduate college and one representing the School of Social Work, the School of Urban and Public Affairs, School of Architecture, and the School of Nursing, collectively.
2. The Senators from each undergraduate college and the Senators from the School of Social Work, the School of Urban and Public Affairs, the School of Architecture, the School of Nursing and the School of Education shall elect annually from their number one member to the Committee on Tenure and Academic Freedom and Responsibilities.

**B. Function**

The committee shall advise the President on policy concerning faculty tenure financial exigency, academic freedom and responsibilities. The committee shall also provide a hearing for any faculty member who charges that his or her academic freedom has been denied and submit a written report of its findings to the President. The President may take such action as he/she considers appropriate.

**IX. Section 3-609 Concurrent Service**

A Senator may serve concurrently, insofar as practical, on only one of the following: Advisory Committee, Committee on Equity, Committee on Tenure and Academic Freedom and Responsibilities.

**X. Section 3-610 Meetings**

The Senate shall meet at least three times each semester. Special meetings may be called by the chair or upon request of one-third of the Senate. All Faculty members are privileged to attend the Senate meetings.

**XI. Section 3-611 Committee**

- A. Executive Committee (Sec. 3-605)
- B. Advisory Committee (Sec. 3-606)
- C. Committee on Equity (Sec. 3-607)
- D. Committee on Tenure and Academic Freedom and Responsibilities (Sec. 3-608).
- E. The following University committees shall send copies of their annual activities reports and reports relating to general policy to the Senate:
  - 1. Hearing Panel and Committees;
  - 2. Long Range Planning Committee;
  - 3. Committee on Committees;
  - 4. Committee on Rules and Elections;
  - 5. Commencement Committee;
  - 6. University Library Committee; and
  - 7. Scholarships, Loans, and Awards Committee.
- F. Such other committees as are deemed necessary for the efficient exercise of its responsibilities shall be constituted by the Senate from among its members.

**XII. Section 3-612 Reconsideration of Senate Actions**

Upon written request by 30 or more voting members of the faculty, an action of the Senate must be reopened for consideration once at its next meeting. Upon written request by 30 or more voting members of the faculty, an action of the Senate must be submitted to the University Faculty for ratification.

XIII. **Section 3-613 Bylaws and Amendments**

Members of the Senate shall make their own bylaws and establish methods of amendment of bylaws.

XIV. **Section 3-614 Actions of the Senate**

Within four weeks after request by the Senate to forward Senate action for approval by the U.T. System, the President shall either return such action to the Senate for reconsideration or forward such action, together with the President's recommendation, to the Executive Vice Chancellor for Academic Affairs for review and approval. After reconsideration by the Senate, the President shall, within four weeks, forward requested Senate action with his/her recommendation to the Executive Vice Chancellor for Academic Affairs for review and approval. On request of any member of the Senate, a minority report shall accompany such Senate action.