

FACULTY HANDBOOK CHANGES
04/17/08

2.2.5. Faculty Meetings

Faculty meetings are conducted according to *Robert's Rules of Order, Newly Revised* (latest edition) with two exceptions approved by the faculty on September 6, 1976.

1. Amendment to the article concerning a motion to lay on the table:
It is undebatable and cannot have any subsidiary motion applied to it, except that the person proposing the original motion, or someone designated by this person, may have the privilege of speaking for up to two minutes to the motion to table.
2. Amendment to the article concerning voting:
A secret ballot will be used whenever requested by more than one person.

Second readings and votes are required for affirmative action on major issues, e.g., organization of the faculty, general education requirements and special academic programs. The presiding officer determines which issues are major. The agenda for a called meeting of the ~~general~~ full faculty shall indicate which items will require two readings. If the ~~general~~ full faculty wishes to reclassify an item, it must be done prior to the voting on the agenda item.

Voting privileges in faculty meetings are held by individuals who have a full-time appointment with faculty rank. A quorum of the assembled full faculty will consist of one third of the total number of full faculty. In the event that a quorum is called for during assemblies of full faculty and a quorum is not present, debate on resolutions facing the assembled full faculty may proceed; voting may not proceed. The Faculty Secretary should continue to keep minutes of the assembly.

2.3.2. Article I. Powers and Duties of the Faculty Senate

Section 2. Reports

All deliberations by the Faculty Senate shall be reported to the faculty through distribution of the minutes of each senate meeting. The minutes of the senate (including much of the debate and a record of all votes) will be distributed to each voting member of the faculty (to include tenure track and non-tenure track full time faculty, as defined in 3.1) within seven (7) working days after the senate meeting. The recommendations of the Faculty Senate will--with the approval of the Chancellor--become effective eight (8) working days after the distribution of the minutes unless there is sufficient desire for the consideration of certain items at a ~~general~~ full faculty meeting. Upon the written request of fifteen (15) voting faculty members to the secretary of the faculty, an item will be placed on the agenda of the next ~~general~~ full faculty meeting. It is the responsibility of the President of the Faculty Senate to transmit to the Chancellor within two working days any Senate or full faculty recommendations requiring the approval of that office. The Chancellor's decisions will be communicated to the President of Faculty Senate within eight (8) working days.

2.3.3. Article II. Faculty Senate Membership

Section 2. Elected Members

Members of the Faculty Senate, except the adjunct faculty member and the full-time, non-tenure-track member (as defined in 3.1.2.), shall be elected from those members of the faculty who meet the following criteria at the time of election: hold a full-time tenured or tenure-track appointment; and either engage at least half time in teaching and/or academic research, or serve as head of an academic department, or hold rank as a professional member of the library staff, with the exception of the Dean of Libraries, who serves as ex officio. Any faculty member who is related to more than one of the voting divisions described below will be considered as a member of the voting division in which rank is held unless duties in another voting division exceed a half-time appointment.

2.3.4. Article III. Method of Election

Nomination and Election of the Adjunct Faculty Senate Member

Before the end of the Spring Semester in odd years, a nominating committee consisting of the current Adjunct faculty member, the Associate Provost for Academic Affairs ~~Undergraduate and Special Programs~~ and the president of the Faculty Senate will meet to nominate up to 3 Adjunct Faculty for the position of Adjunct Faculty Senate member. Ballots will be distributed in the first week of the Fall semester to active adjunct faculty and must be returned to the Faculty Senate President by the end of the third week of the Fall Semester. The Adjunct member's term begins immediately and is in effect for one year. If the Adjunct Faculty member does not return in the fall, the next available candidate receiving the most votes from the list of nominees shall be elected to serve as Adjunct representative.

Section 2. First and Second Vice-Presidents of the Faculty Senate

Election

The President of the Faculty Senate will choose the First and Second Vice Presidents from among members of the Senate and they will be confirmed by the full Senate at the organizational meeting of the Faculty Senate (2.3.6., Section I). If a Vice President is not confirmed, the Senate President will entertain nominations for the position from the floor, and the Senate will vote on any nominations made.

2.3.7 Article VI. Committees

Standing Committees

The standing committees of faculty shall include: academic standards (undergraduate), admissions (undergraduate), athletics, bookstore, budget and economic status, classroom technology, curriculum (undergraduate), departmental honors, faculty administrative relations, faculty rating of administration, faculty research, general education, grade appeals, graduate senate, honor court, library, mediation, ~~part-time adjunct~~ faculty, petitions (undergraduate), publications board, scholarships, speakers and special events, and student rating of faculty instruction.

2.3.7 Article VI. Committees

2.3.8

~~Part-Time Adjunct Faculty Committee~~

Purpose. The ~~part-time adjunct~~ faculty committee addresses the needs of ~~part-time adjunct~~ faculty and bring their concerns to the attention of Faculty Senate. Provides a communication channel between the community of ~~part-time adjunct~~ faculty and the University.

Membership. Three (3) full-time faculty from three different schools or colleges. Three (3) ~~part-time adjunct~~ faculty, including the representative to Faculty Senate, who will serve as Chair. ~~Part-time adjunct~~ faculty members will be appointed no later than the second Faculty Senate meeting of the Fall semester.