

FACULTY SENATE MEETING
November 28, 2022

Members present: Ryan Alverson, Terrance Anderson, Kalyani Ankem, Rachael Banks, Janel Bloch, Andrea Brooks, George Carpten, Michael Carrell, Ronnie Chamberlain, David Childs, Christine Curran, Jacqueline Emerine, Irene Encarnacion, John Farrar, Richard Fox, Kathleen Fuegen, Steven Gores, William Herzog, Lisa Holden, Doug Hume, Stephen Johnson, Boshra Karimi, Ken Katkin, Edward Kwon, Isabelle Lagadic, Kajsa Larson, Christopher Lawrence, Kevin Lotz, Phil McCartney, Michael Providenti, Chari Ramkumar, Robert Salyer, Patrick Schultheis, Brittany Sorrell, Sandra Spataro (for Carole Cangioni), Laura Sullivan, Zach Wells, Darren Wilson, Kimberly Yates

Members absent: Tracey Bonner, Michael DiCicco, Olu Ekundayo, Jennifer Kinsley, Andrea Lambert South

Guests: Ashish Vaidya (President), Matt Cecil (Provost), Michael Baranowski (Faculty Regent), Steve Slone (Staff Congress Representative), Isaiah Phillips (SGA Representative), Grace Hiles (Faculty Senate Office), Alar Lipping, Kurt Sander, Bob Wallace, Shauna Reilly, Holly Riffe, Christina Knight, Kim Young, Greg Hatchett, Joe Cress, Jennifer Smith, Suk-hee Kim, Vicki Cooper, Kevin Kirby, Michael Simonton, David Cain, Danielle McDonald, Leslie Silbernagel, Madhura Kulkarni, Bethany Bowling, Tina Curtis, Donna Smith, Stephanie Klatzke, Sara Conwell, Nancy Campbell, Cecile Marczinski, Dolores White, Kimberly Code, Emily Detmer-Goebel, Erin Strome, Dirk Grupe, Yaw Frimpong-Mansoh, Brooke Buckley, Diana McGill, Caryn -, Kurt -

Call to Order, Adoption of Agenda

The meeting was called to order by Senate President John Farrar at 3:06 pm with a quorum present. He also announced that there was an update to the Staff Congress report.

Approval of Minutes

The minutes of October 31, 2022 were approved.

Guest Reports:

- **President (Ashish Vaidya):**
 - The president expressed his gratitude to the Senate for their continued service to NKU. In spite of the recent issues, NKU has done much good in the past four and a half years he has been here, including the focus on student success and progress on belonging. It has been a privilege to serve this university and he looks forward to commencement. He wished all a good end of the semester and a restful holiday season.

- **Provost (Matt Cecil):**
 - He just met with Steely Library faculty and staff about the proposed Academic Commons (AC). He will draft a charge for the Academic Commons Work Group and get feedback on the charge. The plan is for the Work Group to meet, vet the proposal/s through collegial governance, then present the plan to the Board of Regents (BOR) in March. The work will not be complete in March, however, and conversations on the Commons will continue as needed.

- Spring enrollment is up which is good news, as is retention. The current numbers are encouraging from a budget perspective.
- In response to a question, he has not heard of any student communication issues that occurred previously. Regarding financial aid changes, any student currently enrolled will not see any change in their aid going forward. Changes will only be applied to new students next fall semester. This information is being communicated to those incoming students.
- **Faculty Regent (Michael Baranowski):**
 - He appreciates the feedback and questions he has received regarding the budget situation.
 - The BOR accepts responsibility for the situation and will move forward aggressively to address the problem, including putting appropriate processes in place.
 - The BOR has reported that the separation with the president was not due to the budget situation.
 - Suggestions for the interim president have been passed to the Board. The goal is to have the interim in place early next year. The goal will be for the interim to help with unifying the campus and the interim role will not include making radical changes.
 - He plans to discuss with the Board faculty opinions on the need for a transparent process for the next presidential search. There is no information on how long an interim president will serve, although a year is typical.
- **Staff Congress Representative (Steve Sloan):**
 - Staff are having similar conversations about the budget crisis as faculty are having. Like faculty, staff are encouraging transparency throughout the process.
 - Staff Congress will again participate in two community service projects that they did last year – a coat drive for the Care closet and sponsoring families for Christmas with the Parents Attending College office. Further information/updates are forthcoming.
 - There will also be an announcement soon about the closing of the Copy Center.
 - If there are any questions or comments, please get in touch with Steve Slone or Sara Conwell.
- **SGA Representative (Isaiah Phillips):**
 - He is the newly appointed vice president and is looking forward to working with Faculty Senate.

Officer Reports:

- **Senate President (John Farrar):**
 - He expressed his gratitude to the Senate, as well as staff, for their commitment to the university. He considers it a privilege to work with this committed community.
 - The state of the budget may bring changes that affect areas that matter to faculty – quality teaching, student success, for example, due to potential larger class sections. This is where working together, through the collegial governance process, we can discuss what NKU's values are, who we want NKU to be/become.
- **Vice President (Kalyani Ankem):**
 - No report.

- **Secretary** (Laura Sullivan):
 - No report.
- **Faculty Advocate** (Phil McCartney):
 - No report.

Committee Reports:

- **University Curriculum Committee** (Richard Fox):
 - No report.
- **Budget** (Janel Bloch):
 - The committee had a good conversation with Jeremy (Alltop), Vice President for Administration and Finance/Chief Financial Officer, about the budget challenge. The committee also reviewed the proposed Repositioning statement at their meeting.
- **Professional Concerns** (Kathleen Fuegen):
 - PCC devoted the past two meetings to discussions of the university budget, the anticipated elimination of tenure-line positions, the future of academic programs, and the new Academic Commons.
 - Three issues they believe Faculty Senate should address are: 1) the cost of Division 1 athletic programs; 2) the cost of NKU's contract with Academic Partnerships (AP); and 3) the method with which the last presidential search was conducted.
 - Intercollegiate Athletics:
 - The committee weighed the costs associated with Division 1 athletics against the revenues generated by D1 athletics. Expenses have increased since 2013. This outcome was anticipated by the PCC and Senate 10 years ago as the NKU administration contemplated a move to D1. At that time, former PCC Chair Jeff Williams noted that, "Between 2005 2009, the median growth in athletic spending per athlete grew 31 percent compared to 15 percent in academic spending per [non-athlete] student." This was the case at Division 1 public institutions without football. More recent data paint an even starker picture: From 2008-2013, at Division I schools without football, academic spending per student *decreased* 2% and athletic spending per athlete increased 13%.
 - Data show that total expenses associated with D1 athletics is approximately \$15 million per year. Less than \$3 million is offset by revenue streams.
 - The PCC believes that the faculty recognize the potential value of Division 1 as a recruitment tool for NKU; however, this return on investment has yet to be realized. They believe that academics must remain the central focus of Northern Kentucky University. The PCC is discussing a draft statement that would include a recommendation of cuts to athletic programs.
 - It is not easy to discern how much money is spent on athletic programs nor how much money is generated. The Knight Commission on Intercollegiate Athletics recommends "greater transparency and the reporting of better measures to compare athletics spending to academic spending." The PCC supports this recommendation.
 - Academic Partnerships:
 - The PCC has also discussed the use of for-profit commercial partners for online programs. AP, NKU's online program management (OPM) company, retains 50% of tuition revenue generated from accelerated online programs. However, NKU

shoulders substantially all instructional costs associated with these programs. NKU generates one-third of its credit hours through accelerated online programs, but these programs provide the university only 8% of its tuition and fees revenue. The PCC is discussing a draft statement that would include a recommendation to terminate the contract with AP at the earliest opportunity.

- In addition to the unsustainable tuition-sharing scheme, agreements with OPM companies are problematic because of their lack of transparency. Students may not realize that they are being recruited by an OPM, and they may be unaware that half their tuition dollars are going to a for-profit company.
- Public universities in North Carolina and California have begun managing their own online programs. The PCC is aware the NKU will revisit its contract with AP in 2023. Consistent with our commitment to collegial governance, we recommend that the faculty be involved in shared decision-making regarding the future on online programs at NKU.
- Presidential search:
 - The committee voted to approve a recommendation regarding the presidential search process. This is a voting item for Senate.
- Lastly, a matter related to the budget was brought to her attention but has not yet been discussed at PCC: Will the university offer summer courses, and, if so, will these courses be staffed by full-time faculty members? If summer courses will be taught by full-time faculty members, such faculty will need to be compensated at the rate set forth in the summer/winter compensation policy. That policy states that faculty on a 9-month contract should be paid 3% of their salary per credit hour. The faculty would like a commitment that the university will follow this policy.
- **TEEC** (Chris Lawrence):
 - The first test was conducted on the new course evaluation system, Explorance. There will be a second test, as well, so the system will be fully ready for spring semester.
- **General Education Committee** (Andrea Brooks):
 - No report.

New Business (John Farrar):

- Voting item, Faculty Senate statement on NKU Repositioning, October 31, 2022 (1 attachment)
 - Based on feedback from last month's meeting, an updated draft was included with meeting materials for a vote today. PCC is also working on statements related to this.
 - After discussion and amendments, the motion to approve the attached final version of the statement **PASSES**.
- Voting item, Faculty Senate statement on NKU presidential searches (1 attachment)
 - After discussion and amendments, the motion to approve the attached final version of the statement **PASSES**.
- Voting item, Faculty Senate resolution on charter schools (1 attachment)
 - After discussion and amendments, the motion to approve the attached final version of the resolution **PASSES**.
- Discussion item from PCC, Confidentiality of discussion with Faculty Advocate, nepotism in review for RPT (1 attachment).

- This item will be postponed until the December meeting.
- Voting item, proposed amendments to the Faculty Senate Constitution (2 attachments)
 - This item will be postponed until the December meeting.

Adjournment

The meeting was adjourned at 5:02 pm.

Respectfully submitted,

Laura A. Sullivan
Secretary

To Northern Kentucky University Board of Regents and Chair Boehne, and members of the NKU community.

At our meeting on November 28, 2022, the NKU Faculty Senate issued the following statement regarding the NKU Board of Regents acting as an authorizer of charter schools.

In the 2022 session, the Kentucky legislature passed HB 9, which gave authority to the Northern Kentucky University board of regents to have authorizing jurisdiction for a Kentucky public charter school pilot project. The NKU board of regents must declare by January 1, 2023 whether they confirm their status as a pilot project authorizer.

The NKU Faculty Senate opposes the board of regents serving as a charter school pilot project authorizer for the following reasons:

1. Serving as a charter school authorizer does not further the mission and vision of the university. NKU did not request to be an authorizer of the charter school pilot project.
2. Involvement as a charter school authorizer conflicts with the NKU Core Values, primarily our commitment to diversity, equity, and inclusion.
3. As members of the public education ecosystem, we are unequivocal in our support of excellence in public education across the continuum.
4. NKU has a robust partnership with the public P-12 school districts in northern Kentucky. A large portion of our student body comes from northern Kentucky high schools. Numerous NKU graduates serve as teachers, administrators, and counselors in the local schools. These partnerships must not be jeopardized.
5. Charter schools have a mixed track record of support for ALL students and their success.

To Northern Kentucky University Board of Regents and Chair Boehne, members of the NKU community.

At our meeting on November 28, 2022, the NKU Faculty Senate issued the following statement on the NKU Budget Repositioning framework. In the coming months, the Faculty Senate looks forward to working with the NKU administration to develop a fully-operational implementation plan for the budget repositioning.

As Northern Kentucky University addresses the current structural budget challenges, we must focus on our shared mission, values, and identity. Since our inception, NKU has embraced our role as a regional, public, teaching-focused university. Our mission has included an “up close and personal” approach to teaching and regional stewardship, which focused our scholarship and service on meeting urgent community needs. The emphases on “up close and personal” teaching and community engagement continue to resonate with most faculty members. Accordingly, the Faculty Senate expresses the following guiding principles for any reductions:

1. Student success is a priority for faculty and staff across the university. Student success is enhanced by frequent, high-quality interactions between faculty and students inside the classroom and out. The impact of increased class sizes on high-impact practices must be addressed. An education at NKU is high value and worthy of investment.
2. The consequences on diversity, equity, inclusion, justice, and belonging must be considered before any change is implemented. We must continue to make progress in these areas.
3. The impact on faculty positions should be minimized to the extent possible. Non-tenure track faculty are integral to the university.
 - a. The long-term health of the university is connected to faculty tenure; these tenure protections must not be eroded.
 - b. To retain talented faculty, compensation and job security must be a priority.
4. Faculty expect to engage in collegial governance as the budget reductions are implemented.
 - a. The repercussions of budget cuts on course scheduling, curriculum, non-traditional credentialing, class sizes, and dual-credit programs must be included in these conversations.
 - b. Faculty bodies should be involved in a review of scholarship and financial aid policies and strategy.
 - c. Faculty bodies must participate in discussions of private contracts concerning academic matters. Specifically, the contract with Academic Partnerships should be reviewed as soon as possible.
5. Areas of revenue enhancement consistent with our mission must be a priority.
 - a. Dual credit programs should be critically assessed. NKU faculty recognize the potential benefits of dual credit programs to students and to the university. However, the Young Scholars Academy, as it is presently designed and funded, is not sustainable.
 - b. Marketing to and recruiting of students, especially locally, is a necessity. Marketing and recruitment must work synergistically with NKU faculty, academic departments, and outreach programs.
6. All areas of the university must share in the budget reduction and revenue enhancement.
 - a. The costs and benefits of intercollegiate athletics must be investigated. The annual approximately \$12,000,000 subsidy to the intercollegiate athletics programs is not sustainable and must be reviewed to reduce costs and increase revenue.
7. A full accounting and examination of the causes of this current budget challenge, as well as the decisions that led to those causes, must be reported to the faculty and the rest of the campus community.

To Northern Kentucky University Board of Regents and Chair Boehne, and members of the NKU community.

In addition to a recommendation of the NKU Faculty Senate issued on May 5, 2017, the Faculty Senate approved the following statement on NKU presidential searches on November 28, 2022.

As Northern Kentucky University addresses the current structural budget challenges, we must focus on our shared mission, values, and identity. Since our inception, NKU has embraced our role as a regional, public, teaching-focused university. Our mission has included an “up close and personal” approach to teaching and regional stewardship, which focused our scholarship and service on meeting urgent community needs. The emphases on “up close and personal” teaching and community engagement continue to resonate with most faculty members.

According to the NKU statement on [collegial governance](#), “faculty bodies have primary responsibility for recommendations in matters directly related to academics.” Sections B and B.2 of the statement of *Collegial Governance at NKU* state that “good faith consultation” with the “Faculty Senate and its committees” are “routine” in the selection of the NKU president. Additionally, good faith consultation with faculty bodies should be routine in matters affecting academic programs including the structure and organization of academic units and administration, and generally occurs in areas that may affect academic programs such as scholarship policies, the structure of support services, and long-range planning.

Open, candid, and frequent conversations between faculty and administration are an essential part of collegial governance. Decisions made following these conversations among colleagues engender stronger commitment, and, in turn, a greater likelihood that the institution will achieve its goals. As faculty, we are optimistic that if NKU sustains its commitment to collegial governance and oversight, we can return our university to a successful and sustainable path that benefits our students and region.

A university leader’s ability to inspire and lead is directly related to the support of the faculty, staff, and students. A leader hired without the consent of these constituent bodies is placed at a distinct disadvantage. Therefore, faculty must have a leadership role and be active participants in the hiring of all administrators, including the university president. The process should be open to the campus community to the maximum extent possible. At a bare minimum, finalists should interact publicly with the campus community before a hiring decision is completed.

Faculty Senate Recommendations Regarding Future Presidential Searches

In 2017, NKU conducted its first-ever closed search for a University President. In this unprecedented, closed search, no finalists were brought to campus for public presentations, and input from university communities was not considered. The NKU Faculty Senate believes that all faculty, staff, and students should have a meaningful role in the presidential search process, which should include opportunities to attend public presentations on-campus from finalists and to provide input before a hiring decision is made. An open process is contemplated by the statement on *Collegial Governance at NKU*, was used in all presidential searches prior to 2017, and should be used again.

3. EVALUATION FOR REAPPOINTMENT, PROMOTION, AND TENURE (RPT)

According to the Statement on Collegial Governance at NKU (see Appendix C), “[u]nder the collegial system, decision-making authority is delegated or assigned to the collegial group most expert in or responsible for the particular area in which the decision is made.” Further, “[g]enerally speaking, faculty bodies have primary responsibility for recommendations in matters directly related to academics, including ... faculty status....” Specifically, faculty bodies are given the responsibility over “academic personnel decisions,” which includes reappointment, promotion, and tenure.

3.1. CRITERIA

In making evaluations required for reappointment, promotion, and tenure, three major categories of professional responsibility are to be used. These categories, in order of importance, are teaching effectiveness; scholarship and creative activity; and service to the University, the discipline/profession and the community.

All academic units must have specific guidelines concerning expectations for reappointment, promotion, and tenure (RPT), what materials may be considered in each review category, what constitutes appropriate documentation, and how materials will be evaluated. All guidelines must be approved by a majority of the tenured/tenure-track faculty within the affected unit(s), the chair or school director, the dean, and the provost. Upon final approval by the provost, all faculty within the affected units(s) must be notified and guidelines must be made available. All new faculty will be given a copy of these guidelines at the time of their hiring.

In colleges where there is no department or school, the dean will function as department chair in all processes described in Section 3 unless specified otherwise in a college document approved by the Board of Regents or the provost.

3.1.1. Teaching

Teaching includes all work that is intended primarily to enhance student learning. Assessment of teaching effectiveness should take into account documented student learning, contact hours, preparations, service learning, delivery method, and/or number of students.

3.1.2. Scholarship and Creative Activity

Scholarship and creative activity includes all work that is related to the applicant’s academic discipline or current role at the University. To qualify as scholarship or creative activity, the activity should require a high level of discipline-related or interdisciplinary expertise, and meet the standards of the discipline for scholarly and creative activity. NKU values transdisciplinary scholarship, scholarship of teaching, and scholarship of engagement in addition to traditional scholarship and creative activity.

3.1.3. Service to the University, the Discipline/Profession, and/or the Community

Service includes all work that contributes to the effective operation, governance, and advancement of programs, departments, schools, colleges, the University, one’s discipline, and/or the community. Service also includes public engagement activities.

3.2. PROCEDURES FOR DECISIONS ON REAPPOINTMENT, PROMOTION, AND

TENURE

As stated in Kentucky law, all persons involved in evaluation of personnel shall consider all information received and all deliberations as confidential unless disclosure is required by law. For purposes of communication of written recommendations, electronic versions of the documents are acceptable replacements. Consultations between faculty members and the Faculty Advocate regarding evaluation shall remain confidential, unless the faculty member agrees to waive confidentiality (see Constitution of the Faculty Senate, Article VII, Section L; <https://inside.nku.edu/facultysenate/constitution.html>).

Family members, spouses, or domestic partners of faculty under review may not participate at any level in the RPT process, including as a committee member. If a faculty member is ineligible to serve after being selected to serve on a departmental or school committee, the chair or school director will select a replacement. If a chair is ineligible to serve, the dean of the faculty member's college shall appoint a replacement. If a dean is ineligible to serve, the provost shall appoint a replacement. If the provost is ineligible to serve, the president shall appoint a replacement.

8. PERFORMANCE REVIEW

8.1. PURPOSE AND APPLICABILITY

The purpose of the annual performance review is to assess the quality of faculty performance during that year and to measure attainment of the goals and objectives set for the year. This process applies to full-time, tenure-track faculty and to full-time, non-tenure-track renewable (NTTR) faculty (see Section 1.3 regarding applicability to renewable faculty).

8.2. CRITERIA

The criteria for evaluation set forth in Section 3.1 "Criteria" and in the departmental/school, college, and Steely Library RPT guidelines shall be the criteria upon which a performance review is based. Any judgment, by a chair or director, that the overall performance of a tenured faculty member is unsatisfactory for the review period will be based upon and consistent with the statement of expectations for adequate performance approved by the faculty member's department/school or program.

8.3. PROCEDURES

Performance reviews occur during the spring semester. The period evaluated is the prior January 1 through December 31 calendar year.

The chair or director, in consultation with the department/school or program faculty, will set the date for each faculty member's performance review. The performance review should be completed no later than April 1 and no earlier than one week after receipt by all faculty in a department/school or program of fall semester student evaluations. Prior to that date the faculty member will prepare a written statement of performance, including a statement of goals and objectives for the coming year. The chair or director will meet with the faculty member to discuss the performance, assess attainment of goals and objectives, and set goals and objectives for the coming year. The chair or director will be responsible for preparing a document summarizing the performance evaluation, goals and objectives assessment, and goals and objectives set for

the coming year. Both parties will sign the document to verify that the review has occurred. If differences of opinion exist, they shall make every effort to resolve them. If the content of the summary is unsatisfactory to the faculty member, the faculty member is responsible for providing a written addendum stating the difference(s) of opinion. All performance review documents, including the faculty member's original written performance statement, shall become a part of the faculty member's personnel file maintained in the department/school or program; a copy must be given to the faculty member, to the dean, and to the provost.

The faculty member may use the copy of the performance evaluation to support applications for reappointment, promotion, tenure, or any combination of them, or in grievance procedures. Otherwise, the chair or director, dean, and provost must keep the contents confidential. In the event that a post-tenure review is triggered, the faculty member's annual performance review materials from the two most recent reviews, including the chair's/director's own evaluation letters, will be made accessible to the post-tenure review (P-TR) committee and can be used in evaluating that individual's performance and must remain confidential. Consultations between faculty members and the Faculty Advocate regarding performance review shall remain confidential, unless the faculty member agrees to waive confidentiality (see Constitution of the Faculty Senate, Article VII, Section L; <https://inside.nku.edu/facultysenate/constitution.html>).

If circumstances change during the year, the faculty member and chair or director may agree to amend the goals and objectives for that year. In colleges where there is no department or school, the dean will function as department chair in these processes.

8.4. APPEAL PROCEDURES

A faculty member convinced that misevaluation is damaging their professional status or advancement may pursue one of the complaint processes as set forth in Section 14 "Grievances".

14. GRIEVANCES

14.1. DEFINITION

For the purposes of this Handbook, there are two categories of grievances:

- Major issues concerning a faculty member's professional appointment that are heard by the peer review committees (Section 14.2 "Peer Review Process"), and
- All others (see Section 14.3 "Complaint Process").

14.2. PEER REVIEW PROCESS

The Peer Review Process is confidential except as agreed to by the grievant faculty member and the University, through its appointed representatives, or as provided herein, or as may be required in a court of law. The Faculty Advocate may assist faculty in resolving complaints and concerns. Consultations between faculty members and the Faculty Advocate regarding grievances shall remain confidential, unless the faculty member agrees to waive confidentiality (see Constitution of the Faculty Senate, Article VII, Section L; <https://inside.nku.edu/facultysenate/constitution.html>).

CONSTITUTION OF THE FACULTY SENATE NORTHERN KENTUCKY UNIVERSITY

- approved by the Faculty Senate on November 28, 2016 -
 - approved by the General Faculty on January 23, 2017 -
 - approved by the Board of Regents on March 15, 2017 -
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ARTICLE I. FUNCTIONS AND PURPOSES

- A. The Faculty Senate is the official representative body of the General Faculty of Northern Kentucky University.
- B. The purposes of the Faculty Senate are to:
 - 1) Provide a forum for the faculty to propose policy and to discuss all matters relating to the wellbeing of the University.
 - 2) Allow the faculty to participate effectively in the enactment of university policies.
 - 3) Conduct studies deemed essential to the progress of the University.
 - 4) Evaluate university policies, programs, and practices and recommend such improvements as seem warranted.
- C. As the representative of the General Faculty, the Senate shall be a counselor to the University president in matters of faculty concern. When the University president disagrees with a recommendation of the Senate, the Senate may be requested to reconsider its decision at its next regular meeting or at a special meeting called for that purpose. The University president or designee shall provide the Senate with the reasons for the disagreement. The Senate shall reconsider its decision, giving due weight to the University president's reasons. If the Senate and University president cannot agree, the University President, at the request of the Senate, shall report the Senate's views to the Board of Regents.

ARTICLE II. POWERS

- A. The General Faculty assembled in meeting has all powers necessary to implement the functions enumerated in ARTICLE I.
- B. All powers of the General Faculty are exercised through the Faculty Senate, except as limited by ARTICLE VIII, B and H.

ARTICLE III. MEMBERSHIP

- A. The General Faculty shall consist of all tenured and tenure-track faculty, and full-time, non-tenure track renewable faculty. Full-time librarians employed in faculty positions are part of the General Faculty.
- B. For the purpose of election to and service on the Faculty Senate, faculty is

defined as General Faculty who spend 25% or less of their time in an administrative appointment and who have held a faculty appointment for at least one academic year before assuming a Senate seat.

- C. Part-time faculty may have three at-large voting members of the Faculty Senate elected from nominees of current part-time faculty. Part-time faculty with one academic year of service are eligible for election to Faculty Senate. Election to Faculty Senate is not a guarantee of continuing employment.
- D. All questions of eligibility for the senate membership shall be resolved by the Executive Committee of the Faculty Senate.

ARTICLE IV. ELECTION OF MEMBERS

A. All members of the General Faculty are eligible to vote in Faculty Senate elections.

B. Members of the Faculty Senate shall be elected as follows:

1) The Senate consists of representatives from each department, at-large representatives of the colleges and schools, and at-large representatives of part-time faculty. (In further descriptions, any reference to *department* shall also refer to *school*.) For election purposes, Learning PLUS, First Year Programs, and Honors shall be considered a single department not affiliated with a college. The Steely Library faculty shall be given the same status as a college for voting purposes. The College of Law, including the Law Library, shall be considered an academic college. It shall be entitled to one Senator plus additional Senators as determined by the Executive Committee. Any professional colleges which may be added to the University in the future shall be treated in a similar fashion. Graduate Programs shall be entitled to one Senator, chosen by a vote of the graduate faculty in an election conducted by the Graduate Council. Only full-time faculty who have taught at least one graduate course in the preceding two semesters are eligible to serve as the Graduate Programs representative.

2) The number of at-large Senators from each college shall be proportional to the General Faculty as determined by the Executive Committee by September 15th of each year based on the Fall Semester faculty roster. For purposes of calculating numbers of Senators, only faculty eligible to vote for Senators shall be counted. Department Senators shall make up 2/3 of the Senate and shall be seated immediately upon the formation of a new academic department for their specified term of office. The total number of at-large Senators shall be adjusted to make-up 1/3 of the Senate and shall be elected in the normal elections cycle. Deviations from the 2/3 department, 1/3 at-large representational ratio shall be corrected through the normal elections cycle.

3) Within each college, every department or school elects one Senator. Eligible colleges elect additional Senators to fill out their allocations of at-large Senators.

4) All Senators shall serve for two-year terms, with approximately one-half being

elected each year. The term of office shall run from July 1st through June 30th.

5) Election of faculty Senators other than those elected by departments shall be presided over by the Elections Committee of the Faculty Senate.

6) By no later than the tenth week of the fall semester, those departments whose Senator's term shall expire on June 30 shall elect a representative from among their faculty. One may not serve concurrently as both an at-large Senator and as a departmental Senator.

7) By no later than the twelfth week of the fall semester, the Elections Committee shall provide all eligible faculty members with ballots listing those faculty members within their college who, in writing, have consented to stand for election to the Faculty Senate as an at-large Senator. Each eligible faculty member may vote for as many candidates as there are available seats in their college. The Elections Committee shall tabulate the ballots and submit the results to the Faculty Senate by the December meeting of the Faculty Senate.

8) Vacancies

a) Vacancies of one semester or more in departments shall be filled by a vote of the respective faculty. Notification of the results shall be made in writing to the president of the Faculty Senate.

b) Vacancies of one semester or more in at-large or part-time Senators shall be filled from the election results of the most recent election of that respective constituency. In case of a tie the selection shall be by a coin flip conducted by the Chair of the Elections Committee in the presence of the tied candidates. If no candidates are available from that constituency, the position shall remain vacant until the next regular election.

c) Vacancies of less than one semester shall be filled by the absent Senator appointing an alternate with consultation of the president of the Faculty Senate. This alternate must be a full-time faculty member from the same constituency the absent Senator was elected to represent.

ARTICLE V. OFFICERS

A. The Officers of the Faculty Senate shall be the President, Vice President, Secretary, Faculty Advocate, and the Chairpersons of all standing committees elected as provided herein. The Vice President shall serve as presiding officer in the absence of the President.

B. *Ex Officio*, non-voting Officers of the Faculty Senate shall be the Faculty Regent, Parliamentarian, and Chairperson of the Graduate Council. Other Officers, if not serving as a Senator, shall have a vote in Senate.

C. The Officers of the Faculty Senate shall serve in their respective positions as the officers of the General Faculty.

- D. Officers serve at the pleasure of the Faculty Senate. An officer may be removed by a two-thirds vote of Senators present and voting. Any vacancy created by the removal or resignation of an officer should be filled by special election of the Faculty Senate.
- E. The President of the Faculty Senate shall serve as the Grand Marshall of the University. The Chase College of Law selects its own Grand Marshall.
- F. The President of the Faculty Senate, upon assumption of office, shall serve as representative of the General Faculty to the Senate. The departmental, independent program, or college membership vacancy created shall be filled in accordance with Article IV, section C.
- G. All full-time, tenured faculty are eligible to run for the position of Faculty Advocate.

ARTICLE VI. ELECTION OF OFFICERS

- A. Before the first meeting of the Spring Semester, the incumbent President of the Faculty Senate shall call a special session with the sole purpose to elect Faculty Senate officers, except the Faculty Advocate, for the next session beginning on July 1. All Senators serving in the next session, including newly elected Senators and those whose terms do not expire at the end of the current Senate session are eligible to vote. The Elections Committee will conduct and preside over the election. Nominations may be submitted to the incumbent President of the Faculty Senate prior to the special meeting or may be made from the floor during the meeting. Terms of office shall be for one year. Officers must meet the Senate membership requirements as specified in ARTICLE III but do not have to be Senators.
- B. During the Spring Semester and before the final meeting of the Senate, the Elections Committee shall conduct an election of the General Faculty to choose the Faculty Advocate for the following year. The Elections Committee shall issue a call for nominations at least one month before the election. All full-time, tenured faculty are eligible to run for the position of Faculty Advocate.

ARTICLE VII. COMMITTEES

There shall be seven standing committees of the Faculty Senate: the Executive Committee; the Budget Committee; the University Curriculum Committee; the Faculty Benefits Committee; the Teaching Enhancement and Effectiveness Committee; the Professional Concerns Committee; and the General Education Committee.

- A. The Budget Committee, University Curriculum Committee, Faculty Benefits Committee, and Professional Concerns Committee include one representative from each academic department or school elected by the faculty of the department or school. Independent academic programs may, upon approval of the Executive Committee, elect an additional representative to the University Curriculum Committee.

- B. The General Education Committee (GEC) and The Teaching Effectiveness and Enhancement Committee (TEEC) membership are chosen according to their respective bylaws and approved by the Faculty Senate Executive Committee. At a minimum, there will be at least one member from each College.
- C. The Executive Committee shall consist of the officers of the Faculty Senate, including *ex officio* officers, and it shall be chaired by the President of Faculty Senate.
- D. Reassigned time or stipends shall be allotted to the following members of the Executive Committee:
 - President – 50% reassigned time
 - Curriculum Chair – 25% reassigned time
 - Faculty Benefits Chair – 25% reassigned time
 - Professional Concerns Chair – 25% reassigned time
 - Budget Committee Chair – 25% reassigned time
 - General Education Committee Chair – 25% reassigned time
 - Teaching Enhancement and Effectiveness Committee Chair – 25% reassigned time
 - Faculty Advocate – 25% reassigned time
 - Vice President – stipend (amount set by Provost)
 - Secretary – stipend (amount set by Provost)
 - Parliamentarian – stipend (amount set by Provost)
- E. The following duties shall be the specific responsibilities of the Executive Committee:
 - 1) It shall function as the official representative body of the faculty when the Faculty Senate is not in session and may take whatever emergency action it deems necessary. Such action shall be presented for approval to the Faculty Senate at its next regular meeting.
 - 2) It shall cause matters approved by the Faculty Senate to be conveyed to the president of the University for appropriate action and shall report the action taken to the Faculty Senate.
 - 3) It shall serve as a committee on committees to work with the administration in forming university committees and in appointing their membership when appropriate.
 - 4) It shall receive the written reports of the committees of the Faculty Senate.
 - 5) It shall refer such matters as are designated by the Faculty Senate for action by the appropriate committee.
 - 6) It shall prepare the agenda for meetings of the Faculty Senate. Committee recommendations intended for Senate action shall be so designated on the agenda.

- 7) It shall insure that nominations and elections are carried out as specified in the Constitution.

F The following duties shall be the specific responsibility of the Budget Committee:

- 1) It shall review, analyze, receive updates on, recommend and report to the Faculty Senate on all matters pertaining to the budget, including the following:

The Council on Postsecondary Education's (CPE) biennial budget development process and the University's input into it, including the CPE's capital and operating recommendations for funding NKU and each of the public institutions.

- a) The University's annual operating budget in at least the preliminary, intermediate and final stages of its development.
 - b) Salary data relating to the university salary policy and appointment.
 - c) Major capital expenditure proposals submitted by the administration.
- 2) It shall serve as an advisory board to the Executive Committee and our representative to the Coalition of Faculty Senate Leadership (COSFL) to ensure that faculty interests are represented by COSFL at the state level.

G. The following duties shall be the specific responsibility of the University Curriculum committee.

- 1) It shall make recommendations to the Faculty Senate, and through it to the University administration, in all areas of curriculum policies and procedures and curriculum-related definitions with the exception of those policies and procedures that fall under the purview of the Chase College of Law.
- 2) It shall periodically review, evaluate, and make recommendations concerning such policies and procedures. In examining proposals it shall apply criteria including pedagogy, academic quality, staffing, and available resources.
- 3) Recommendations of the University Curriculum Committee do not require full Faculty Senate approval except for changes to the general education program (including new general education courses), new programs, substantive program changes and changes to the UCC bylaws. No curriculum changes may be made without approval by the regular curriculum process.

H. The following duties shall be the specific responsibility of the Faculty Benefits Committee:

- 1) It shall review, evaluate, and make recommendations concerning those policies, procedures, and programs related to faculty benefits; such as those policies dealing with insurance, retirement, salary schedules, academic leaves, summer fellowships, institutional project grants, deferred compensation, the credit union, travel allowance, and reassigned time.
- 2) It shall process applications of and make recommendation on candidates for

Faculty Sabbatical Leaves, Faculty Project Grants, Faculty Summer Fellowships and other programs assigned by the Faculty Senate.

I. The following duties shall be the specific responsibility of the General Education Committee:

1) It shall review, evaluate, and recommend General Education policies, including oversight, revisions to, and assessment of the General Education Program.

J. The following duties shall be the specific responsibility of the Professional Concerns Committee:

- 1) It shall provide a forum for the faculty to propose policy and to discuss all matters relating to the wellbeing of the University.
- 2) It shall review, evaluate, and make recommendations concerning policies relating to the general academic and professional concerns of the faculty, both full and part-time.
- 3) It shall review, evaluate, and make recommendations regarding all policies procedures and practices related to governance of the university.

K. The following duties shall be the specific responsibility of the Teaching Enhancement and Effectiveness Committee:

- 1) It shall review, evaluate, and recommend policies regarding the evaluation and enhancement of teaching.
- 2) It shall review, evaluate, and recommend student policies regarding all matters of concern to the faculty.

L. Elections Committee

- 1) No later than September 20 of each year, the president of the Faculty Senate shall appoint a member of the general faculty from each college offering degrees to constitute an Elections Committee.
- 2) Members of the Election Committee may not be candidates for election to the Faculty Senate.
- 3) The Elections Committee shall preside over all elections sponsored by the Faculty Senate.

ARTICLE VIII. FACULTY ADVOCATE

A. The following duties shall be the specific responsibility of the Faculty Advocate:

- 1) Provide assistance in resolving faculty complaints and concerns. Consultations with the Faculty Advocate when providing this assistance is not a breach of confidentiality for the faculty member or Faculty Advocate.
- 2) Consult with faculty from each department and school on campus throughout the year in order to better understand faculty concerns. These consultations shall remain confidential unless faculty agree to waive confidentiality.

- 3) Make policy recommendations to the Executive Committee as appropriate, while at all times maintaining the confidentiality of interactions with individual faculty, unless faculty agree to waive confidentiality.
- 4) Meet with appropriate administrators as needed.

ARTICLE VIII. MEETINGS

- A. The General Faculty shall meet as appropriate; the meeting to be convened by the President of the Faculty Senate, the President of the University, the Provost, or the Executive Committee of the Faculty Senate.

Should a petition, signed by at least 10 percent of the General Faculty as exhibited on the official roster, requesting a meeting of the General Faculty and indicating proposed items of business be filed with the President of the Faculty Senate, the Executive Committee shall call a meeting of the General Faculty to consider those matters. Such a meeting shall be held not later than fourteen calendar days, exclusive of holidays, from the filing date of the petition. The filing of a petition challenging Senate action shall be interpreted as a declaration that the General Faculty is asserting its jurisdiction.

- B. No meeting of the General Faculty called by the Executive Committee shall be held unless an agenda prepared by that committee is distributed to all members of the General Faculty at least five business days prior to the meeting date.
- C. The Faculty Senate shall meet at least once each month during the academic year, unless deemed unnecessary by the Executive Committee. Special meetings may be called at any time during the course of the year, including the summer, by the President of the Faculty Senate or its Executive Committee. Regular meetings shall ordinarily be on the fourth Monday of each month; emergency changes of date may be made by the Executive Committee.
- D. The Executive Committee shall appoint a temporary chairperson should neither the President nor the Vice-president be in attendance.
- E. All meetings of the Faculty Senate shall be open to the University community. Any member of the General Faculty present shall receive floor privileges upon request; however, these privileges shall not include the right to introduce or second motions or to vote. Other members of the academic community may be granted floor privileges with the same restrictions by a majority vote of the Senate. Only duly elected senators or their designated alternates in attendance may introduce or second motions or vote.
- F. Agenda items and supporting information shall be submitted to the Executive Committee at least fourteen calendar days prior to the scheduled Senate meeting. Items may also be placed on the agenda by the Executive Committee on its own motion of any member of the Senate, or by petition signed by at least ten members of the General Faculty at least five business days in advance of the Faculty Senate meetings.
- G. Minutes of the previous meeting of the Faculty Senate and an agenda for the next

meeting shall be distributed to all members of the Faculty Senate at least five business days prior to the subsequent Senate meeting. A second copy shall be sent to each senator for posting and review by all faculty. Actions of the Faculty Senate shall become final fourteen calendar days, exclusive of holidays, following the official distribution of said minutes, unless the General Faculty asserts its jurisdiction.

ARTICLE IX. FACULTY REGENT

The Faculty Regent shall report regularly to the Faculty Senate, and through it to the General Faculty, on those matters, which are coming before the Board of Regents and shall report action taken on such matters.

ARTICLE X. RULES OF ORDER

A majority vote is defined as a majority of those present and voting. An abstention shall not count as a vote. In the absence of any other special rules of order, which the General Faculty or the Faculty Senate may adopt, Robert's Rules of Order Newly Revised (latest edition) shall govern the conduct of the meetings.

ARTICLE XI. QUORUM

A quorum for a Faculty Senate meeting shall be 50 percent of its members.

ARTICLE XII. STANDING COMMITTEE'S BYLAWS

Each standing committee shall maintain its own bylaws. All amendments are subject to the approval of Faculty Senate.

ARTICLE XIII. SEVERABILITY

The invalidation of any portion of this constitution shall not affect the validity of any other portion of the constitution.

ARTICLE XIV. EFFECTIVE DATE

This constitution becomes effective upon approval by the Board of Regents and becomes part of the Faculty Policies and Procedures Handbook.

ARTICLE XV. AMENDMENTS

This constitution may be amended at any meeting of the General Faculty by a two-thirds majority of those present and voting, provided the proposed amendment was included in the agenda and was available to the members of the General Faculty for one week prior to the meeting. The approved amendment becomes operative upon ratification by the Board of Regents.

CONSTITUTION OF THE FACULTY SENATE NORTHERN KENTUCKY UNIVERSITY

- approved by the Faculty Senate on November 28, 2016 -
- approved by the General Faculty on January 23, 2017 -
- approved by the Board of Regents on March 15, 2017 -

ARTICLE I. FUNCTIONS AND PURPOSES

- A. The Faculty Senate is the official representative body of the General Faculty of Northern Kentucky University.
- B. The purposes of the Faculty Senate are to:
- 1) Provide a forum for the faculty to propose policy and to discuss all matters relating to the wellbeing of the University.
 - 2) Allow the faculty to participate effectively in the enactment of university policies.
 - 3) Conduct studies deemed essential to the progress of the University.
 - 4) Evaluate university policies, programs, and practices and recommend such improvements as seem warranted.
- C. As the representative of the General Faculty, the Senate shall be a counselor to the University president in matters of faculty concern. When the University president disagrees with a recommendation of the Senate, ~~he/she may request~~ the Senate may be requested to reconsider its decision at its next regular meeting or at a special meeting called for that purpose. The University president or ~~his/her~~ designee shall provide the Senate with the reasons for ~~the his/her~~ disagreement. The Senate shall reconsider its decision, giving due weight to the University president's reasons. If the Senate and University president cannot agree, the University President, at the request of the Senate, shall report the Senate's views to the Board of Regents.

ARTICLE II. POWERS

- A. The General Faculty assembled in meeting has all powers necessary to implement the functions enumerated in ARTICLE I.
- B. All powers of the General Faculty are exercised through the Faculty Senate, except as limited by ARTICLE VIII, B and H.

ARTICLE III. MEMBERSHIP

- A. The General Faculty shall consist of all tenured ~~and~~ tenure-track faculty, - and full-time, non- tenure track renewable faculty. Full-time librarians employed in faculty positions are part of the General Faculty.
- B. For the purpose of election to, and service on, the Faculty Senate, ~~the~~ Faculty is

defined as General Faculty who spend 25% or less of their time in an administrative appointment and who have held a faculty appointment for at least one academic year before assuming a Senate seat.

C. Part-time faculty may have three at-large voting members of the Faculty Senate elected from nominees of current part-time faculty. Part-time faculty with one academic year of service are eligible for election to Faculty Senate. Election to Faculty Senate is not a guarantee of continuing employment.

D.

~~E.~~ All questions of eligibility for the senate membership shall be resolved by the Executive Committee of the Faculty Senate.

Commented [JF1]: Include Adjunct here also? According to the Handbook, technically adjunct faculty are paid more than 50% by non-University funds. PT does not equal adjunct, though that is the common vernacular.

Commented [JF2]: Three is a more or less random number. It gives a voice, but not much real power. I looked into trying to be representative (by college for instance), but couldn't come up with anything that made sense to me.

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ARTICLE IV. ELECTION OF MEMBERS

A. All members of the General Faculty are eligible to vote in Faculty Senate elections.

~~A.~~

B. Members of the Faculty Senate shall be elected as follows:

1) The Senate consists of representatives from each department, ~~and~~ at-large representatives of the colleges and schools, and at-large representatives of part-time faculty. (In further descriptions, any reference to ~~college department~~ shall also refer to *school*.) For election purposes, Learning PLUS, First Year Programs, and Honors shall be considered a single department not affiliated with a college ~~or school~~. The Stealy Library faculty shall be given the same status as a college for voting purposes. The College of Law, including the Law Library, shall be considered an academic college. It shall be entitled to one Senator plus additional Senators as determined by the Executive Committee. Any ~~p~~Professional ~~c~~Colleges which may be added to the University in the future shall be treated in a similar fashion. Graduate Programs shall be entitled to one Senator, chosen by a vote of the graduate faculty in an election conducted by the Graduate Council. Only full-time faculty who have taught at least one graduate course in the preceding two semesters are eligible to serve as the Graduate Programs representative.

2) The number of at-large Senators from each college shall be proportional to the General Faculty~~total faculty~~ as determined by the Executive Committee by September 15th of each year based on the Fall Semester faculty roster. For purposes of calculating numbers of Senators, only faculty eligible to vote for Senators shall be counted. Department Senators shall make up 2/3 of the Senate and shall be seated immediately upon the formation of a new academic department for their specified term of office. The total number of at-large Senators shall be adjusted to make-up 1/3 of the Senate and shall be elected in the normal elections cycle. Deviations from the 2/3 department, 1/3 at-large representational ratio shall be corrected through the normal elections cycle.

- 3) Within each college, every department or school elects one Senator. Eligible colleges elect additional Senators to fill out their allocations of at-large Senators.
- 4) All Senators shall serve for two-year terms, with approximately one-half being elected each year. The term of office shall run from July 1st through June 30th.
- 5) Election of faculty Senators other than those elected by departments shall be presided over by the Elections Committee of the Faculty Senate.

6) By no later than the tenth week of the Fall semester, those departments whose Senator's term shall expire on June 30th ~~of the next calendar year~~ shall elect, ~~from those not already elected to the Faculty Senate,~~ a representative from among their faculty. One may not serve concurrently as both an at-large Senator and as a departmental Senator.

7) By no later than the twelfth week of the Fall semester, the Elections Committee shall provide all eligible faculty members with ballots listing those faculty members within their college who, in writing, have consented to stand for election to the Faculty Senate as an at-large Senator. Each eligible faculty member may vote for as many candidates as there are available seats in ~~his/her~~ their college. The Elections Committee shall tabulate the ballots and submit the results to the Faculty Senate by the December meeting of the Faculty Senate.

8) ~~All newly elected senators shall assume office on July 1st.~~ Vacancies

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a) Vacancies of one semester or more in departments shall be filled by a vote of the ~~ir~~ respective faculty. Notification of the results shall be made in writing to the president of the Faculty Senate.

b) Vacancies of one semester or more in at-large ~~positions~~ or part-time Senators shall be filled from the election results of the most recent election ~~of~~ that respective constituency ~~college~~. In case of a tie the selection shall be by a coin flip conducted by the Chair of the Elections Committee in the presence of the tied candidates. If no candidates are available from that ~~college constituency,~~ then the position shall remain vacant until the next regular election.

c) Vacancies of less than one semester shall be filled by the absent Senator appointing an alternate with consultation of the president of the Faculty Senate. This alternate must be a full-time faculty member from the same constituency the absent Senator was elected to represent.

~~d) Vacancies of one semester or more shall be filled through a special election.~~

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~~d) _____~~

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ARTICLE V. OFFICERS

A. The Officers of the Faculty Senate shall be the President, Vice President, Secretary, Faculty Advocate, and the Chairpersons of all standing committees elected as provided herein. The Vice President shall serve as presiding officer in the absence of the President.

B. Ex Officio, non-voting Officers of the Faculty Senate shall be the Faculty Regent, Parliamentarian, and Chairperson of the Graduate Council. Other Officers, if not serving as a Senator, shall have a vote in Senate.

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C. The Officers of the Faculty Senate shall serve in their respective positions as the officers of the General Faculty.

D. Officers serve at the pleasure of the Faculty Senate. An officer may be removed by a two-thirds vote of Senators present and voting. Any vacancy created by the removal or resignation of an officer should be filled by special election of the Faculty Senate

- E. The President of the Faculty Senate shall serve as the Grand Marshall of the University. The Chase College of Law selects its own Grand Marshall.
- F. The President of the Faculty Senate, upon assumption of office, shall serve as representative of the General Faculty to the Senate. The departmental, independent program, or college membership vacancy created shall be filled in accordance with Article IV, section C.B.1.
- F.G. All full-time, tenured faculty are eligible to run for the position of Faculty Advocate.

ARTICLE VI. ELECTION OF OFFICERS

- A. Before the first meeting of the Spring Semester, the incumbent President of the Faculty Senate shall call ~~and preside at~~ a special session with the sole purpose to elect Faculty Senate officers, except the Faculty Advocate, for the next session beginning on July 1. All Senators serving in the next session, including newly elected Senators and those whose terms do not expire at the end of the current Senate session are eligible to vote. The Elections Committee will conduct and preside over the election. - of the newly elected senators and senators whose terms do not expire at the end of the current Senate session. The purpose of this special meeting is to elect Faculty Senate officers for the next session. Nominations may be submitted to the incumbent President of the Faculty Senate prior to the special meeting or may be made from the floor during the meeting. Terms of office shall be for one year. ~~A session for the Faculty Senate and its officers begins on July 1st.~~ Officers must meet the Senate membership requirements as specified in ARTICLE III, but do not have to be Senators.
- B. ~~Before the final meeting of~~ During the Spring Semester ~~and before the final meeting of the Senate,~~ the Elections Committee shall conduct an election of the General Faculty to choose the Faculty Advocate for the following year. The Elections Committee shall issue a call for nominations at least one month before the election. All full-time, tenured faculty are eligible to run for the position of Faculty Advocate.

ARTICLE VII. COMMITTEES

There shall be seven standing committees of the Faculty Senate: the Executive Committee; the Budget Committee; the University Curriculum Committee; the Faculty Benefits Committee; the Teaching Enhancement and Effectiveness Committee; the Professional Concerns Committee; and the General Education Committee. ~~Departments and Colleges shall determine which faculty serve on these standing committees.~~

- A. The Budget Committee, University Curriculum Committee, Faculty Benefits Committee, and Professional Concerns Committee ~~may~~ include one ~~elected~~ representative from each academic department or school, or independent program ~~elected by the faculty of the department or school.~~ Independent academic programs

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may, upon approval of the Executive Committee, elect an additional representative to the University Curriculum Committee, not already represented by a senator.

- B. The General Education Committee (GEC) and The Teaching Effectiveness and Enhancement Committee (TEEC) shall consist of at least one member from each College. Representatives shall be chosen by the Faculty Senate President in consultation with the Senate Executive Committee membership are chosen according to their respective bylaws and approved by the Faculty Senate Executive Committee. At a minimum, there will be at least one member from each College.
- C. The Executive Committee shall consist of the officers of the Faculty Senate, including *ex officio* officers, and it shall be chaired by the President of Faculty Senate.
- D. Reassigned time or stipends shall be allotted to the following members of the Executive Committee:

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President – 50% reassigned time
Curriculum Chair – 25% reassigned time
Faculty Benefits Chair – 25% reassigned time
Professional Concerns Chair – 25% reassigned time
Budget Committee Chair – 25% reassigned time
General Education Committee Chair – 25% reassigned time
Teaching Enhancement and Effectiveness Committee Chair – 25% reassigned time
Faculty Advocate – 25% reassigned time
Vice President – stipend (amount set by Provost)
Secretary – stipend (amount set by Provost)
Parliamentarian – stipend (amount set by Provost)

E. The following duties shall be the specific responsibilities of the Executive Committee:

- 1) It shall function as the official representative body of the faculty when the Faculty Senate is not in session and may take whatever emergency action it deems necessary. Such action shall be presented for approval to the Faculty Senate at its next regular meeting.
- 2) It shall cause matters approved by the Faculty Senate to be conveyed to the president of the University for appropriate action, and shall report the action taken to the Faculty Senate.
- 3) It shall serve as a committee on committees to work with the administration in forming university committees and in appointing their membership when appropriate.
- 4) It shall receive the written reports of the committees of the Faculty Senate.
- 5) It shall refer such matters as are designated by the Faculty Senate for action by the appropriate committee.
- 6) It shall prepare the agenda for meetings of the Faculty Senate. Committee recommendations intended for Senate action shall be so designated on the agenda.
- 7) It shall insure that nominations and elections are carried out as specified in the Constitution.

~~FE.~~ The following duties shall be the specific responsibility of the Budget Committee:

- 1) It shall review, analyze, receive updates on, recommend and report to the Faculty Senate on all matters pertaining to the budget, including the following:
 - a) The Council on Postsecondary Education's (CPE) biennial budget development process and the University's input into it, including the

CPE's capital and operating recommendations for funding NKU and each of the public institutions.

- b) The University's annual operating budget in at least the preliminary, intermediate and final stages of its development.
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- 2) It shall serve as an advisory board to the Executive Committee and our representative to the Coalition of Faculty Senate Leadership (COSFL) to ensure that faculty interests are represented by COSFL at the state level.
- G. The following duties shall be the specific responsibility of the University Curriculum committee.
- 1) It shall make recommendations to the Faculty Senate, and through it to the University administration, in all areas of curriculum policies and procedures and curriculum-related definitions with the exception of those policies and procedures that fall under the purview of the Chase College of Law.
 - 2) It shall periodically review, evaluate, and make recommendations concerning such policies and procedures. In examining proposals it shall apply criteria including pedagogy, academic quality, staffing, and available resources.
 - 3) Recommendations of the University Curriculum Committee do not require full Faculty Senate approval except for changes to the general education program (including new general education courses), new programs, substantive program changes and changes to the UCC bylaws. No curriculum changes may be made without approval by the regular curriculum process.
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- 1) It shall review, evaluate, and make recommendations concerning those policies, procedures, and programs related to faculty benefits; such as those policies dealing with insurance, retirement, salary schedules, academic leaves, summer fellowships, institutional project grants, deferred compensation, the credit union, travel allowance, and reassigned time.
 - 2) It shall process applications of and make recommendation on candidates for Faculty Sabbatical Leaves, Faculty Project Grants, Faculty Summer Fellowships and other programs assigned by the Faculty Senate.
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- 1) It shall review, evaluate, and recommend General Education policies, including oversight, revisions to, and assessment of the General Education Program.
- J. The following duties shall be the specific responsibility of the Professional Concern Committee:

- 1) It shall provide a forum for the faculty to propose policy and to discuss all matters relating to the wellbeing of the University.
- 2) It shall review, evaluate, and make recommendations concerning policies relating to the general academic and professional concerns of the faculty, both full and part-time.
- 3) It shall review, evaluate, and make recommendations regarding all policies procedures and practices related to governance of the university.

K. The following duties shall be the specific responsibility of the Teaching Enhancement and Effectiveness Committee:

- 1) It shall review, evaluate, and recommend policies regarding the evaluation and enhancement of teaching.
- 2) It shall review, evaluate, and recommend student policies regarding all matters of concern to the faculty.

L. Elections Committee

- 1) No later than September 20 of each year, the president of the Faculty Senate shall appoint a member of the general faculty from each college offering degrees to constitute an Elections Committee.
- 2) Members of the Election Committee may not be candidates for election to the Faculty Senate.
- 3) The Elections Committee shall preside over all elections sponsored by the Faculty Senate.

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ARTICLE VIII. FACULTY ADVOCATE

A. The following duties shall be the specific responsibility of the Faculty Advocate:

- 2)1) ~~He or she shall~~ provide assistance in resolving faculty complaints and concerns. Consultations with the Faculty Advocate when providing this assistance is not a breach of confidentiality for the faculty member or Faculty Advocate.
- 3)2) ~~He or she shall~~ Consult with faculty from each department and school on campus throughout the year in order to better understand faculty concerns. These consultations shall remain confidential unless faculty agree to waive confidentiality.
- 4)3) ~~He or she shall~~ Make policy recommendations to the Executive Committee as appropriate, while at all times maintaining the confidentiality of ~~his or her~~ interactions with individual faculty, unless faculty agree to waive confidentiality.
- 5)4) ~~He or she shall~~ Meet with appropriate administrators as needed.

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- A. The ~~G~~general ~~F~~faculty shall meet as appropriate; the meeting to be convened by the President of the Faculty Senate, the President of the University, the Provost, or the Executive Committee of the Faculty Senate.
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- H. Minutes of the previous meeting of the Faculty Senate and an agenda for the next meeting shall be distributed to all members of the Faculty Senate at least five business days prior to the subsequent Senate meeting. A second copy shall be sent to each senator for posting and review by all faculty. Actions of the Faculty Senate shall become final fourteen calendar days, exclusive of holidays, following the official distribution of said minutes, unless the General Faculty asserts its jurisdiction.

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ARTICLE XII. STANDING COMMITTEE'S BYLAWS

Each standing committee shall maintain its own bylaws. All amendments are subject to the approval of Faculty Senate.

ARTICLE XIII. SEVERABILITY

The invalidation of any portion of this constitution shall not affect the validity of any other portion of the constitution.

ARTICLE XIV. EFFECTIVE DATE

This constitution becomes effective upon approval by the Board of Regents and becomes part of the Faculty Policies and Procedures ~~Manual~~ Handbook.

ARTICLE XV. AMENDMENTS

This constitution may be amended at any meeting of the General Faculty by a two-thirds majority of those present and voting, provided the proposed amendment was included in the agenda and was available to the members of the General Faculty for one week prior to the meeting. The approved amendment becomes operative upon ratification by the Board of Regents.
