

Professional Concerns Committee

Minutes for May 5, 2022

Virtual Meeting (on Zoom Conferencing Software), 3:30 pm

Members in Attendance: R. Brice, T. Cata, W. Darnell, K. Fuegen, B. Green, P. Hare, J. Herman, J. Kaiser, K. Katkin, A. Miller, K. Munte, M. Nakamura, M. Providenti, H. Riffe, M. Washington, M. Whitson

Guests in Attendance: J. Bloch, J. Farrar, G. Hiles, S. Kim

Members Not in Attendance: S. Alexander, L. Dynan, R. Gall, B. Karrick, G. Newell, G. Sun, J. Washburn-Moses

1. Call to Order, Adoption of the Agenda

- a) The meeting was called to order at 3:30pm. The agenda was adopted unanimously without changes.

2. Approval of the minutes from the April 21, 2021 meeting

- a) Draft minutes from the April 21 meeting were approved without dissent.

3. Chair's Report and Announcements

K. Fuegen thanked PCC members and Secretary for their service this year.

From the Chair's notes:

- a) Updates on policies:
 - i. Re Values and Ethical Responsibilities policy: this committee has suggested revisions to the policy. Those suggested revisions were incorporated into the draft. The draft was sent to the internal auditor and member of human resources. They were fine with the changes we made to the policy. It will now go to the Cabinet and BoR for approval. Thanks to Phil McCartney and Janel Bloch for their work on this policy. This is a good example of how collegial governance ought to work.
 - ii. Re intellectual property policy: we discussed two new draft revisions to the IP policy that is currently in the Handbook. Members of this committee raised concerns regarding the creator's rights and obligations, students' rights, and net royalties. John and I are revising the drafts to address these concerns. We have removed language that would grant the University the right to use, perform, display, copy, or reproduce Traditional Works. We have also removed language that would grant the University the right to use, reproduce, modify, and create derivatives of instructional materials. These provisions are not part of current IP policy,

nor are they standard practice at other universities in Kentucky. We have proposed that the Innovator keep 100% of net royalties if the revenue generated from an invention is less than \$5,000. This is the same as what is in the current IP policy. We are working on defining the rights students retain.

b) Senate

- i. President Vaidya signed a Memoranda of Agreement adding eight additional school districts to Young Scholars Academy. Nearly half the existing YSA students have chosen to pursue a bachelor's degree at NKU.
- ii. Regarding the compensation plan, he said that there will need to be bonuses for individuals and teams. This will take a couple years to implement. He said that he would set aside some money to address faculty salary compression. However, the priority is staff salary.
- iii. Provost Cecil stated that addressing compression is a priority for the institution. He wants to come up with a proposal to increase the \$1000 raise lecturers earn upon promotion. He mentioned the possibility of grandfathering in people who have already been promoted.
- iv. VP Grad Ed Research & Outreach Sam Langley and AVP for Economic Engagement and Government Relations Carmen Hickerson delivered a presentation about Enterprise NKU. This will be a new center on campus. The goal is to connect with students after graduation, employers who need employees to develop more skills, lifelong learners, and current students who want experiential learning opportunities. The university wants to offer services to external partners. The desired outcomes include diversifying revenue, elevating the NKU brand, recruiting students, and deepening regional engagement.
- v. NKU will hire at least four full-time people, including support staff. The intention is not to take over existing partnerships that departments or schools may already have with external groups. Rather, consulting centers would be listed as on offer ("on the menu"). The goal is to be self-sustaining after a couple years.
- vi. Benefits Chair Charlisa Daniels is reviewing bids from health insurance vendors. Our contract with Humana expired recently. We should know at the end of May whether we will renew our contract with Humana.

c) **DISCUSSION:**

-- Could the royalties be indexed to inflation? (This could be explored in Senate)

4. New Business: working conditions of faculty advisors

- a) When should faculty advisors be notified that they are expected to work during the summer?
- b) Should summer compensation rise as salary increases?

BACKGROUND:

When the Advisors are told in February or March that they will be working in the summer, they have little time to plan. Could notification happen in the fall? A. Ndoye is receptive to ideas regarding summer compensation.

DISCUSSION:

- How is summer compensation determined? The PAR doesn't state an amount (at least not for tenure-track faculty). It's a percentage but that line is usually blank. Difficult to find that information.
- Summer Winter Compensation Policy: 3% of 9 month salary per credit hour.
- How does this apply to advisors?
- One faculty member was paid at the adjunct rate for one summer course. This is a 3-tier scale. These rates have not changed in at least 9 years.
- Some faculty advisors still don't know when they are expected to work this summer.
- Some department's advisors would have known in January if they were working in the summer.
- Not all faculty advisors are getting timely information. This could be brought up with the Provost's office. There is a lack of transparency.

ACTION:

K. Fuegen will take these issues to A. Ndoye.

5. Unfinished Business: discussion of proposed changes to the Faculty Senate constitution
 - a) Shall part-time faculty have representation on Senate?

BACKGROUND:

- J. Farrar concluded the current language defining faculty in the Senate Constitution will remain. There was consensus in PCC that language should be added to explicitly add librarians as voting members of Senate to the Senate Constitution.
- Currently Senate is restricted to full-time faculty. Concerns have been raised that part-time faculty need a voice in shared governance. There is a proposal to add 3 voting members drawn from part-time faculty.

DISCUSSION:

- Part-time contingent faculty shouldn't be on Senate and shouldn't have a role in shared governance: regular faculty have obligations in teaching, scholarship, and service; regular faculty have to be appointed by the faculty through an appointment process and an RPT process; governance is an obligation of service (part of regular faculty's work); committees like Benefits address benefits adjunct faculty don't have; PCC is concerned primarily with Handbook issues related to scholarly activity which do not concern adjuncts. If the regular faculty and adjuncts have shared interests, those will already be addressed by Senate. Issues such as academic freedom, reasonable job security, and decent pay are not in

alignment with adjunct positions. Adjuncts can always speak to regular faculty, attend department meetings, and speak to their senators who can bring issues to Senate.

- A PCC Member agrees with many of the points in previous comment.
- Adjuncts do need representation but what should that be?
- The channels of communication are not clear to adjuncts.
- A small group of adjuncts wouldn't be able to outvote regular faculty. Representation on Senate could allow for collaboration where interest intersect.
- What about a different way, not a voting seat on Senate, for Senate to gather feedback from adjuncts? Senate President could meet with adjuncts on occasion.
- Senate President meeting with adjuncts would be neither harmful nor helpful. Adjuncts can already speak to faculty, Senators, etc.
- What about an ex-officio representative? Or another committee for adjuncts?
- Do adjuncts participate in faculty meetings? No one reports seeing adjuncts in faculty meetings. It could be intimidating.
- Adjuncts need someone they can approach with issues and questions.
- J. Farrar: The concern is not having enough information. Would like to avoid too much time spent on issues that are not relevant to regular faculty but would like more perspective.
- It's not just perspectives, it's interests. Presenting adjuncts' interests, when they not aligned with regular faculty interests, will not sway votes on Senate.
- It's OK to hear from adjuncts but it's unlikely to accomplish anything for Senate.
- Representation could foster mutual understanding.
- Could part-time tenure track people serve if adjuncts get representation on Senate? J. Farrar: We are really talking about part-time non-tenure track faculty.

b) Shall departments elect new Senators in the spring rather than in the fall?

BACKGROUND:

The Handbook states departments will elect representatives no later than the 10th week of fall semester. A proposed change moves this to March 1 for served in the following academic year. Do Senators need to be selected 9 months before being seated? Could they be selected in the spring and seated July 1?

DISCUSSION:

- J. Farrar: Officers are needed at the first meeting in January. That allows for release time and pay to be sorted for fall. The senators being elected in the fall are not this year's senators, they are next year's. In that first meeting, the special elections meeting, the new senators are invited. Moving the selection creates a shorter lame-duck period. Currently, next year's senators elect next year's officers – if that is preferable, that date should remain as-is. Otherwise, all elections could be moved to the spring.
- If elections are in the fall, there is enough time for that to be reflected in teaching schedule. If the elections are in the spring we could exclude people who

teach during Senate meetings.

-- Some departments elect senators in the last meeting of the year or the August retreats (not as the Handbook would direct).

-- J. Farrar: teaching schedule comment is a good reason to leave the election timeline as-is.

6. Future Business

- a) Contact K. Fuegen if you have suggestions for next year.

7. Meeting Format

- a) Should PCC return to face-to-face? Zoom? Hybrid?

DISCUSSION:

-- Suggestion: zoom for discussion items, in person for voting items.

-- Suggestion: a consistent schedule is best, either zoom or in person, to simplify planning.

-- K. Fuegen: Would like occasional in person meetings. Zoom is convenient. We will mostly meet by zoom.

8. Other Matters

- a) Thanks to PCC Chair for this year's work.
- b) Second thanks to PCC Chair. Also thanks to PCC Secretary.
- c) Prevent future graduations from happening on Derby Day.

9. The meeting adjourned at 4:30pm.

Submitted,

M. Providenti, Secretary

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.
- 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~~ 50% or more of their time in teaching and/or research/creative activity, including professional librarians, and who have held a faculty appointment for at least one academic year before assuming a Senate seat.

Commented [JF1]: Include service here also?

C. Part-time faculty may have three 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.

Commented [JF2]: 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.

D.

Commented [JF3]: 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.

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

Formatted: Body Text, Indent: Hanging: 0.31", Right: 0.16", Space Before: 8.2 pt, Line spacing: single, Tab stops: Not at 1.19"

ARTICLE IV. ELECTION OF MEMBERS

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

A.B. 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. Members of the Election Committee may not be candidates for election to the Faculty Senate. This committee shall preside over all elections sponsored by the Faculty Senate.

Commented [JF4]: Push this later? September 20 is a challenge because it is difficult to get nominees this early in the academic year. What about second week of October? We'll have had two Senate meetings by then.

B.C. 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 adjunct 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 ~~March 1, 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 ~~April 1 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 ~~April~~ ~~December~~ meeting of the Faculty Senate.

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

Commented [JF5]: Redundant

a) Vacancies of one semester or more in departments shall be filled by a vote of their 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 in~~ 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.~~

Formatted: Indent: Left: 0"

Commented [JF6]: redundant

~~d) _____~~

Formatted: List Paragraph, Indent: Left: 0", First line: 0", Right: 0.42", Space Before: 5.9 pt, Line spacing: Multiple 1.01 li, Numbered + Level: 3 + Numbering Style: a, b, c, ... + Start at: 1 + Alignment: Left + Aligned at: 1.41" + Indent at: 1.58", Tab stops: 1.76",

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.

Formatted: Font: Italic

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 for the next session beginning on July 1 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 the Spring Semester, the Elections Committee shall conduct an election 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 independent program electd by the faculty of the department, school, or program. ~~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~~

Formatted: Font: 12 pt

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:

Formatted: Font: 12 pt

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.

~~FF.~~ 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.
 - c) Salary data relating to the university salary policy and appointment.
 - d) 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 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. The following duties shall be the specific responsibility of the Faculty Advocate:

- 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.~~
- 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.
- 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.
- 4) ~~He or she shall~~ Meet with appropriate administrators as needed.

~~NN. 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. Members of the Election Committee may not be candidates for election to the Faculty Senate. This committee shall preside over all elections sponsored by the Faculty Senate.~~

ARTICLE VIII. MEETINGS

- 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.
- B. 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.

- C. 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.
- D. 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.
- E. The Executive Committee shall appoint a temporary chairperson should neither the President nor the Vice-president be in attendance.
- F. 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.
- G. 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.
- 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.

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 Manual.

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.
