

Faculty Senate Bylaws
BL 1 – BL 5
Proposed to Faculty Senate
May 6, 2024

FACULTY SENATE BYLAWS

BL1 Quorum

BL1.1 A quorum of the Faculty Senate is a majority of the voting Faculty Senate members excluding vacancies.

BL2 Rules of Order

BL2.1 Except where provisions of this Constitution or By-laws provide otherwise, the rules of order are American Institute of Parliamentarians (AIP) Standard Code of Parliamentary Procedure.

BL2.2 Secret ballots are to be used for elections whenever there are multiple candidates, but they may be requested for other matters on which the Senate votes. As specified in AIP, any voting member of the Senate may request a secret ballot, which, when seconded, will be taken.

BL3 Vacancies

BL3.1 Vacancies on the Executive Council are filled by nominations from the floor and election by majority vote of the voting members of the Faculty Senate, assuming a quorum is met. If there are multiple candidates for a position, a majority vote by secret ballot shall be used.

BL3.2 Vacancies on the Faculty Senate are filled by nominations from the faculty governance committee of the relevant college. Nominees will be approved by majority vote of the voting members of the Faculty Senate, assuming a quorum is met. If there are multiple candidates for a position, a majority vote by secret ballot shall be used

BL4 Faculty Senate Elections

BL4.1 Representation. The Faculty Senate is maintained as a representative body, and constituencies are responsible for electing their representatives.

BL4.2 Procedures and timeline. Each year, a proposed election calendar and college constituency distribution report will be presented by the Appointments and Elections Officer to the Faculty Senate by the end of Winter quarter and approved by the voting membership of the Faculty Senate. The calendar will lay out a timeline for communication with college governance bodies regarding constituency distributions, seats to be filled, and other associated deadlines. The annual election calendar will specify the deadline by which each constituency is expected to convey the name(s) of its elected representative(s) to the respective college governance body for certification and the date by which each college governance body must certify and convey the name(s) of elected representatives to the Faculty Senate for ratification.

Faculty Senate review and approval of election schedule and distribution list
Schedule and distribution list sent to college governance bodies
Deadline for constituencies to submit nominations to college governance bodies
College governance bodies to certify and submit nominations to Faculty Senate
Faculty Senate to certify election results
Election results posted to Faculty Senate website
New Senators seated and officers elected at Faculty Senate meeting

BL 4.3 Term lengths. Each Faculty Senate term will be for two years or until the installation of new area representatives. Senate terms are staggered to ensure that approximately one-half of the Faculty Senate will be elected each year.

BL4.4 Constituencies and Area Representation

- (a) Constituencies. Constituency groups will be determined in advance of elections via collaboration between the Faculty Senate and each college’s respective faculty governance body. Each college, including the Libraries and Graduate School, is entitled to a minimum of one seat on the Faculty Senate. Aside from the Graduate School, to which one seat shall be allocated, the number of seats allocated to each college or area will be proportionally determined according to the number of faculty members in that college or area and set out in a report approved by the Faculty Senate and conveyed to each college.

For each college, three faculty metrics will be averaged to determine the number of proportionally allocated Senate seats. These metrics are number/percentage of voting-eligible faculty (faculty holding appointments of 0.5 FTE or greater), number/percentage of tenure-line

faculty, and number/percentage of total FTE. The annual college constituency distribution report will include recommended constituency groups. Faculty governance groups within each college are ultimately responsible for determining this distribution.

After constituency groups are finalized, the Faculty Senate Office will collaborate with the respective college faculty governance bodies to communicate vacancies and election deadlines to all faculty in each constituency group. Faculty members with a .5 FTE (annual average) or greater appointment are eligible to be nominated to fill representative seats.

(b) Elections. Each college faculty governance body shall ensure that all voting-eligible faculty are given the opportunity to vote in the election of their representatives.

BL4.5 Newly elected Senators are seated at the last Faculty Senate meeting of the year during which new and continuing Senators shall elect officers and members of the Executive Council for the following year. The elections are for the following positions, in this order: President-elect, Secretary, Appointments and Elections Officer, and one at-large Senator.

BL6 Expectations for Conduct

BL6.1 Barring exceptional circumstances, Senators are expected to regularly attend Senate meetings and adhere to appropriate standards of conduct under AIP rules. Upon a motion from the Executive Council and by majority vote, the Faculty Senate may expel a voting member for misconduct.

BL6.2 The Faculty Senate follows the AIP process on discipline and expulsion of members.