

1 **Rules and Procedures of the Faculty of Lehigh University**

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3  
4 **Preamble to Shared Governance at Lehigh University**

5  
6 The mission of Lehigh University is to advance learning through the integration of teaching,  
7 research, and service to others. To be successful, there needs to be a high level of collegiality and a  
8 strong sense of joint purpose and responsibility among all members of the community. An  
9 environment that fosters the free flow of information and ideas requires the implementation of a  
10 governance system that empowers individuals to voice their analyses, concerns, and  
11 recommendations, and to participate meaningfully in decisions that affect the teaching, research,  
12 and the institutional evolution of the university.

13  
14 An effective governance structure will ensure that the interests of all constituents—the Board of  
15 Trustees, Administration, Faculty, Staff, and Students—are represented while recognizing that each  
16 group has the responsibility and authority over different aspects of institutional life and function as  
17 summarized in the **University Bylaws**.

18  
19  
20 **1. Faculty Shared Governance**

21  
22 **Effective shared governance requires** faculty to be informed and provide their opinion via  
23 consultation and shared decision-making in **key areas** including, but not limited to, those listed  
24 below. However, any such list is, by definition, dynamic and should evolve with changes at the  
25 University. Faculty consultation and/or shared decision-making should be sought whenever  
26 substantial choices are being considered even if the category is not listed below.

27  
28 a) **Consultation.** Areas of shared governance where the faculty seek greater consultation include: i)  
29 Long-term University planning, fundraising, and budget priorities; ii) University operation of  
30 facilities and provision of services; and iii) Research facilities and finance.

31  
32 b) **Shared decision-making.** Areas of shared governance where the faculty seek greater shared  
33 decision-making include: i) Development of policies and programs to implement long-term  
34 university plans; ii) Academic employment policies; and iii) Student conduct and campus culture  
35 development.

36  
37 c) **Faculty responsibility.** Areas of shared governance where the faculty retain responsibility  
38 encompass undergraduate and graduate educational requirements and procedures.

39  
40  
41 **1.1.1 Rules of Order**

42  
43 The parliamentary authority for the Lehigh University Faculty **Senate** is Robert's Rules of Order  
44 Newly Revised (**11<sup>th</sup> Edition**). A **University Parliamentarian** shall be appointed by the President  
45 from among the senior members of the faculty. (See R&P 1.1.3)

46  
47 **1.1.2 University Faculty**

48  
49 The voting faculty members of the faculty are those with the rank of assistant professor, associate  
50 professor, or professor. Instructors with full-time academic appointments in teaching or research,

1 are also voting members of the faculty, provided that they are not candidates for a Lehigh degree.  
2 Also included as voting faculty members are the President, Provost, the Deans of each of the four  
3 colleges, and the Vice Provost for Library and Technology Services. Lecturers, and part-time (unless  
4 tenured) faculty, professors of practice, professors emeriti, and visiting members of the  
5 instructional or research staff are not voting members of the faculty.

### 6 7 **1.1.3 University Parliamentarian**

8  
9 The University Parliamentarian shall be a voting member or emeritus member of the University  
10 Faculty appointed by the President. The University Parliamentarian advises the **Chair of the Faculty**  
11 **Senate** on how to adhere to Roberts Rules in chairing meetings of the **Faculty Senate and or**  
12 **University Faculty meetings; serves as an ex officio—non-voting—member of the Senate**, providing  
13 and advising how to adhere to R&P; and, when asked to do so by the Provost, resolves  
14 inconsistencies in R&P. (See R&P 6.3.1)

### 15 16 **1.1.4 Secretary of the Faculty**

17  
18 The Secretary of the Faculty shall be elected annually **by electronic ballot in the Spring Term** and  
19 shall be eligible for reelection. The term of the Secretary begins on July 1. **The Secretary's** duties  
20 shall include service as recording secretary and archivist. Older Archival materials will be in the  
21 custody of the University Libraries.

22  
23 **The** Secretary of the Faculty shall record and distribute the minutes of the: **Faculty Senate; and the**  
24 **Faculty at a duly constituted meeting of the Faculty**. As Archivist, **the Secretary** shall superintend  
25 and be responsible for all correspondence, records, and minutes of the: **Faculty Senate; and the**  
26 **Faculty** and shall receive all reports or documents of Faculty **and/or Senate** Committees. The  
27 Secretary shall maintain a current list of voting members of the Faculty.

28  
29 The Secretary shall be responsible for preparing and distributing copies of legislation adopted by  
30 the Trustees, **the Faculty Senate**, or the Faculty. On behalf of the Faculty, the Secretary shall affix  
31 **their** signature to all diplomas.

### 32 33 **1.2.1 Faculty Senate**

34  
35 *The Mission of Faculty Senate: Institutionalize and Facilitate Shared University Governance among*  
36 *Faculty, Administration, and Board of Trustees.* The Senate is the primary vehicle of Faculty  
37 participation in shared University governance and should be the “voice” of the Faculty. The Senate  
38 Chairperson will be the primary advocate respecting Faculty issues and opinions and the official  
39 representative of the Faculty to the Administration and the Board of Trustees.

40  
41 Extensive and intensive communication is crucial to shared governance. The Senate will  
42 energetically seek to inform the Faculty in detail about all relevant discussions and occurrences  
43 especially in exigent circumstances. It shall continuously engage in detailed consultation with the  
44 Administration and the Board of Trustees, and unambiguously state the Senate's best judgment  
45 concerning University planning and operations to the Faculty, the Administration, and the Board of  
46 Trustees. Consistent with privacy concerns, the Faculty Senate reserves the right to request, and  
47 receive in a timely manner, data on University Operations as well as to obtain verbal or written  
48 reports from the University administration and to make recommendations directly to the President,  
49 Provost, and the Board of Trustees

1 **The Senate** shall receive and consider information in a timely manner, make recommendations, and  
2 pass resolutions concerning matters of general university interest including all educational and  
3 research endeavors, hiring policy, the tenure and promotion system, and campus life and report  
4 this to the Faculty at large. In the spirit of shared governance, the Administration shall ensure that  
5 the Faculty Senate is notified in a timely manner of any and all substantive contemplated changes in  
6 policy, plans, or procedures.

7  
8 To accomplish its mission, the Senate shall: i) Strive to protect academic freedom, the Faculty  
9 appointment and promotion processes, the tenure system, and encourage excellence and fairness  
10 within the Faculty, student body, and the university as a whole; ii) Execute the shared decision  
11 making power of the Faculty regarding all University shaping and strategic initiatives including  
12 long-term planning and budget; iii) Provide opportunity for its members to obtain full information  
13 about, discuss and express their views upon any matter that they deem of interest to the Faculty  
14 and to make recommendations to the University Faculty and Administration and pass resolutions  
15 with respect thereto; iv) Routinely act for the University Faculty on substantial policy issues and,  
16 subject to the restrictions given in R&P 1.2.7 may revise the Senate operating procedures and  
17 bylaws.

18  
19 The faculty, acting with the approval of the board of trustees, grants all degrees conferred by the  
20 university. The **Senate, on behalf of the** Faculty, may delegate any of **this** responsibility to an officer  
21 of the university, to a committee, or to any other group.

### 22 23 **1.2.2. Size and Composition of the Faculty Senate**

24  
25 The Senate shall be composed of voting members of the Faculty, and excluding non-voting  
26 members, the Senate will be equal in size to five per cent of the voting members of the Faculty  
27 rounded up to the nearest whole odd number or 33 members—whichever is less (**see R&P 1.1.2**).  
28 Any voting member of the Faculty who is serving: in a full-time administrative position, as  
29 Department Chairperson, or as a College Associate Dean is ineligible to serve in the Faculty Senate.

30  
31 Ex officio—non-voting—members of the Senate include: The University President, Provost, and  
32 College Deans; the Secretary of the Faculty; the University Parliamentarian; the President of the  
33 Student Senate; and the President of the Graduate Student Senate.

34  
35 The voting members of the Senate will be elected directly by their Colleges. Representation of each  
36 College among the elected members of the Senate will be proportional to the number of voting  
37 members of each college (rounded to the nearest whole number), such that, each college will have  
38 at least three Faculty Senators, and the number of elected Faculty Senators from any one college  
39 shall be no more than 45 per-cent of the total number of elected senators. Each College shall ensure  
40 that the composition of their respective Senate representatives reflect their existing divisions or  
41 structures. To accommodate routine changes in number of Faculty, the size and distribution of  
42 Senate membership may be adjusted every leap year. In the event of significant changes to the  
43 faculty composition (e.g., the creation of a new college), the size and distribution of Senate  
44 membership will be adjusted at the beginning of the first Fall semester following the change.

45  
46 The regular Senate term will begin on July 1<sup>st</sup>. The standard term of an elected member of the  
47 Senate will be four years unless the member is completing the term of another Senator. With a  
48 single exception, any Senator who has served two sequential terms is ineligible for re-election until  
49 after a full two-year absence from the Senate. The exception is when the Senate Chairperson's  
50 extension in office would put them beyond the eight-year mark. In this case, the Chairperson will

1 remain in the Senate until the end of their tenure in office.

2  
3 If the Senate upon a two-thirds vote recommends that a College consider replacing one of their  
4 representatives in the Senate, the relevant College will vote either to remove this representative or  
5 keep him or her in the Senate. A Senator under consideration for replacement may not cast a ballot  
6 in the Senate vote pertaining to the decision to replace them. If a College decides to remove one of  
7 their elected members from the Senate then a vote of the College Faculty is required. The College  
8 Dean will then inform the Chairperson of the Faculty Senate of the removal and provide the  
9 Chairperson with the name of the replacement on the Senate. A replacement will serve the rest of  
10 the term of the removed Faculty member.

### 11 12 13 **1.2.3 Senate Leadership**

#### 14 15 **1.2.3.1 Chairperson of the Senate.**

16 The Chairperson of the Senate - as the senior representative of the Faculty and the leader of the  
17 Faculty component of the University governance system - shall be a Tenured Associate or Full  
18 Professor. The Senate will elect the Chairperson and the Vice-Chairperson-by majority vote from  
19 the voting members of the Senate for two-year terms with the possibility of a single two-year  
20 extension for the Chairperson. An extension for the Chairperson requires a majority vote of the  
21 Senate.

22  
23 If the Chairperson has reached the end of their term in office, then the Vice-Chairperson -will  
24 automatically become Chairperson of the Senate unless two-thirds of the Senate vote to  
25 recommend a replacement. If the Senate votes for a replacement, then the Senate will elect a new  
26 Chairperson and Vice-Chairperson -by a majority vote.

27  
28 If at the end of their term as Vice-Chairperson-, the current Chairperson has received an extension  
29 then the Vice-Chairperson -will serve an additional two years as Vice-Chairperson -unless two-  
30 thirds of the Senate votes to block this extension. However, if a two-year extension of the Vice-  
31 Chairperson would result in him or her continuously serving more than eight years in the Senate  
32 then the Senate will elect a new Vice-Chairperson -by a majority vote.

33  
34 Senate Chairperson and Vice-Chairperson shall be exempt from any substantial Faculty service  
35 commitments at Lehigh. The Chairperson and Vice-Chairperson will negotiate with the Provost  
36 concerning an appropriate offset for their substantial time commitment

37  
38 The Senate Chairperson will: i) Lead the Executive Committee of the Senate; ii) Chair at least one  
39 Senate meeting per month during the academic year; iii) Chair at least one University Faculty  
40 meeting per academic year; iv) Represent the Lehigh University Faculty to the Administration, to  
41 the Board of Trustees, and to the community; v) To the extent agreed to by the Board of Trustees,  
42 attend meetings of the Board of Trustees; and vi) Be an ex officio non-voting member of all  
43 University Faculty Governance and Administrative Committees listed in R&P with the exceptions of  
44 the Faculty Personnel Committee (R&P 1.3.2.5) and the University Disciplinary Appeals Committee  
45 (R&P 1.3.3.4) and may attend committee meetings and reserves the right to participate in any  
46 Governance or Administrative Committee's discussion of important issues.

47  
48  
49 On behalf of the Faculty and with the advice and consent of the Senate, the Senate Chairperson will  
50 execute shared decision-making power regarding all University Business as outlined in Rules and

1 Procedures of the Faculty. In order to make shared governance possible, it is critical that the  
2 Chairperson is notified in a timely manner of substantial University issues including - but not  
3 limited to—those listed in R&P 1. Such notice will enable the Chairperson to productively engage  
4 with members of the Senior University Leadership on matters of significance to the Lehigh  
5 community.  
6

7 In the event that the Chairperson is absent or otherwise unable to be present, the Vice-Chairperson  
8 will have full authority to act on the Chairperson's behalf.  
9

10 Upon receiving a petition to replace the Chairperson signed by at least a majority of the voting  
11 members of the Senate, the immediate past-Chairperson shall schedule a vote on replacing the  
12 Chairperson. This vote shall occur at the next regularly scheduled Senate meeting and the  
13 immediate past-Chairman shall moderate. It shall require a two-thirds vote of the Senate to replace  
14 a Chairperson. If the Senate decides to replace the Chairperson then the Vice-Chairperson shall  
15 immediately become the new Chairperson to complete the term of the former Chairperson. The  
16 Senate shall then elect a new Vice-Chairperson by a majority vote. If there is not an immediate past-  
17 Chairperson then the oldest member (by chronological age) of the Senate shall fulfill the  
18 responsibilities of the immediate past-Chairperson in a replacement vote. The Vice-Chairperson  
19 will not participate in a vote to replace a Chairperson.  
20

### 21 **1.2.3.2 Executive Committee of the Senate**

22  
23 The Executive Committee of the Senate is the permanent representative institution of the Faculty  
24 branch of the University governance system. It is comprised of: Senate Chairperson; Vice-  
25 Chairperson ; the immediate past-Chairperson (if any); the University Secretary (non-voting); and  
26 one Senate representative from each College as elected for a two-year term by senators of their  
27 respective College.  
28

29 The Executive committee shall: provide overarching Faculty governance at the University level;  
30 ensure that the Faculty are robustly involved in making major decisions at the University level;  
31 represent the Faculty during University emergencies that preclude consultation with Senate or  
32 when the Senate is unable to meet (e.g. during the summer / inter-session); strive for unrestricted  
33 flow of information regarding Senate business to and from the Faculty at large to include  
34 summaries of Senate discussions and any Senate decisions; and encourage a high level of faculty  
35 collegiality to include ensuring that minority voices are given a chance to be heard and that  
36 discussions or debates are carried out with respect and consideration beyond the requirements of  
37 Robert's Rules.  
38

39 The duties of the Executive committee include: holding at least one meeting every two weeks  
40 during the academic year to handle regular business and/or to meet with the senior Administration  
41 officials; Setting the agenda for the not-less-than eight Senate meetings each academic year as well  
42 as for the not-less-than one University Faculty Meeting each academic year. These agendas may  
43 include items referred to the Senate from university committees, the Faculty, College Deans,  
44 Provost, President, the corporate secretary of the Board of Trustees, or other university groups. At  
45 their discretion, the Executive committee may call for a special session of the entire Faculty with  
46 seven calendar-days advance notice. In order to prevent tie votes from blocking Executive  
47 Committee action, the Senate Chairperson may vote once as an Executive Committee member and  
48 then – in the case of a tie vote – vote a second time as Chairperson to resolve the tie.  
49

1 *The Executive Committee shall:* i) Select a slate of Faculty candidates to serve on Presidential and  
2 Provost Search Committees, the Search Committee shall include at least one Faculty member from  
3 this slate; ii) be consulted regarding decisions to hire or renew College Deans, the Vice President of  
4 Research and the Vice President of LTS; and iii) be consulted when the University is considering  
5 creating new senior administrative positions.  
6  
7

#### 8 **1.2.4 Senate Meetings** 9

10 The Senate will meet at least eight times during the academic year. Each meeting of the Senate  
11 requires a quorum of 60% of the voting members to perform any business.  
12

13 A vacancy in the Senate may occur when any elected member of the Senate misses two consecutive  
14 meetings or more than 3 meetings during an academic year or fails to properly perform their  
15 Senate service. In the case of unjustified absences, as determined by the Executive Committee, that  
16 person's College shall by election decide whether to replace the Senator. Until this election is held,  
17 the College Dean shall immediately appoint a Faculty member to fill the vacancy.  
18

19 In the case where an elected Senator goes on leave, the Senate Chairperson (in consultation with  
20 the appropriate constituency) arranges for a replacement for the duration of the leave.  
21 Senate meetings shall be open unless two-thirds of the Senate votes to close the meeting. If a  
22 meeting is open, then any attending Faculty who are not Senate members have full voice but no  
23 vote.  
24

25 In unusual circumstances—and no more than once each academic year for each member—a voting  
26 member of the Faculty Senate may appoint a proxy to participate in a Senate meeting and vote on  
27 the member's behalf. Before the Senate meeting, the voting member must notify the Chairperson of  
28 the Senate and the University Secretary of the appointment of a proxy. The proxy can be any voting  
29 member of the Faculty who is not currently in the Senate.  
30

31 Unless otherwise stated, Senate decisions will be made by a majority vote. The Chairperson shall  
32 rely on Robert's Rules Newly Revised (11<sup>th</sup> Edition) when chairing meetings of the Senate and the  
33 University Faculty. Upon request by the Chairperson, the University Parliamentarian will advise the  
34 Chairperson on proper parliamentary procedure.  
35

36 Consistent with Robert's Rules, the Chairperson may limit either the length of members or non-  
37 members presentations or limit the number of times that a member or non-member may speak on  
38 an issue.  
39

40 The Secretary of the Faculty is responsible for reporting the minutes of Senate meetings, including  
41 any voting results, to the Faculty, the Board of Trustees, the President, the Provost, and the College  
42 Deans. The minutes shall record the names of all attendees and the names of members who were  
43 absent. **The minutes are to be made available no later than 10 calendar days before the next**  
44 **scheduled Senate meeting.**  
45

#### 46 **1.2.5 Responsibilities of members of the Faculty Senate** 47

48 It is the responsibility of all Faculty Senators to: i) attend all Senate meetings and perform service  
49 required to fulfill the Senate mission; ii) seek to increase the quality of undergraduate and graduate  
50

1 education, research, and service to the wider community at Lehigh University; iii) to the extent that  
2 it is consistent with the above, conscientiously represent the interests of their College; and iv)  
3 ensure effective continuous communication of information provided to the Senate, and Senate  
4 discussions and decisions to their College. In addition, Senate members are tasked with delivering  
5 to the Senate opinions of the Faculty including reports to the Senate on Faculty needs and requests.  
6

7 Senators representing a College have an affirmative responsibility to coordinate attendance at  
8 Department meetings in their College at least once a semester to ensure effective two-way  
9 communication. In the case of inter-disciplinary programs, Senators representing the Colleges  
10 involved shall coordinate to ensure that such programs are kept informed and their issues are  
11 brought forward to the Senate.  
12

### 14 **1.2.6 Senate process for amending the Rules and Procedures of the Faculty**

15  
16 **Amendments to the** University Operating Procedures (R&P Section 1): With the exception noted  
17 below, the relevant Committee, College, or the Executive Committee of the Faculty Senate shall  
18 submit recommended changes to the Senate. If approved by a majority vote of the Senate, changes  
19 shall be submitted to Board of Trustees for final approval. However, any change in R&P 1.1 or 1.2  
20 will follow the process given in 1.2.7. Any change **in R&P 1.4 “College Faculties”** shall be submitted  
21 directly by the relevant College to the Board of Trustees – the Senate is to be notified but its  
22 approval is not required.  
23

24 **Amendments to the** Employment Policies for Academic Employees (R&P Section 2): The Executive  
25 Committee of the Faculty Senate or the relevant Committee shall submit recommended changes to  
26 Senate. If approved by a majority vote of the Senate, changes shall be voted on **by the faculty** at the  
27 next University Faculty meeting **or by electronic vote**. If approved by the Faculty, changes shall be  
28 submitted to Board of Trustees for final approval.  
29

30 **Amendments to the** Educational Requirements and Procedures (R&P Section 3): The Executive  
31 Committee of the Faculty Senate, the relevant Committee, or a College shall submit recommended  
32 changes to Senate. If approved by a majority vote of the Senate, changes shall go into effect. The  
33 Board of Trustees shall be notified but its approval is not required.  
34

35 **Amendments to the** Lehigh University Student Code of Conduct: The Executive Committee of the  
36 Faculty Senate, or relevant Committee, or the Administration shall submit recommended changes to  
37 Senate. If approved by a majority of the Senate, changes shall be submitted to Board of Trustees for  
38 final approval.  
39

#### 40 **1.2.6.1 Electronic Voting**

41  
42 Electronic voting is administered by the Office of Institutional Research & Strategic Analytics and  
43 accessible to all voting faculty for seven calendar days. Faculty voting electronically may choose  
44 “Yes,” “No,” or “Present, but Not Voting,” (with “Present, but Not Voting” counting only to establish a  
45 quorum, which is defined for an electronic vote as one-third of the total voting members of the  
46 university faculty, not including those on leave). Electronic voting is confidential; votes are  
47 submitted to a secure server that tallies the votes and rejects duplicates. The Personnel Committee,  
48 the **Faculty Senate** and the President or Provost each designate one person to serve on a committee  
49 to oversee the procedure.  
50

1 **1.2.6.2 Motions and Consent Calendar**  
2

3 Changes in the Rules and Procedures may be proposed by a voting member of the Faculty Senate at  
4 any meeting of the Faculty Senate. Motions incorporating such changes must receive an initial  
5 reading at a Faculty Senate meeting before being put forward for a vote at the next regularly  
6 scheduled meeting of the Faculty Senate. Motions must be made available to the faculty and  
7 Senators in writing at least seven days prior to the meeting in question and must be clearly marked  
8 as the “initial reading” or “final reading.” Amendments to a motion do not necessitate postponing a  
9 vote until a subsequent Faculty Senate meeting. Any or all these restrictions may be waived by a  
10 two-thirds majority of the voting members of the Faculty Senate who are present at the meeting.  
11 Motions to amend R&P that the Senate Executive Committee considers routine and non-  
12 controversial shall normally be placed on the Consent Calendar for two successive Senate meetings,  
13 posted at least seven days prior to the first of these meetings. The customary rules for removing  
14 items from the Consent Calendar for open discussion at Faculty Senate meeting shall apply. If after  
15 the second Faculty Senate Meeting there have been no objections, the motion is deemed to have  
16 passed. A copy of each amendment, change, or modification of the rules adopted by the trustees or  
17 the faculty senate shall be furnished as soon as practicable to each member of the faculty. (See 6.1)  
18

19  
20 **1.2.7 Amendment Process**  
21

22 Only the University Faculty in a duly constituted meeting can amend the rules of the Senate given in  
23 R&P 1.1 and 1.2. The process for amending these rules shall be an electronic vote that requires a  
24 two-thirds vote of the University Faculty provided that the total votes cast constitute at least one-  
25 half of the voting members of the Faculty, excluding those on leave.  
26

27 The Senate may amend its bylaws by a motion presented in a regularly scheduled Senate meeting  
28 that is approved by a majority vote in the next regularly scheduled Senate meeting.  
29

30  
31 **1.2.8 Faculty Resolutions, Petitions, Referendums, and Appeals**  
32

33 **1.2.8.1 Sense of the Faculty resolutions**  
34

35 A Faculty resolution obligates and empowers the Senate Chairperson to act on behalf of the Faculty  
36 regarding the University matters raised in the resolution. If requested by either the Administration  
37 or the Board of Trustees, the Senate shall respond with a sense of the Faculty resolution concerning  
38 any University issue. The Senate can decide to issue a sense of the Faculty resolution based on its  
39 own evaluation of any University issue. The University Faculty can seek a sense of the Faculty  
40 resolution using the petition procedure (See R&P 1.2.8.2).  
41

42 In the rare instance when disagreement with the Administration about a sense of the Faculty  
43 resolution occurs, the Executive Committee of the Senate shall meet with the President or Provost  
44 to resolve the disagreement. If such disagreement cannot be resolved, the President and Senate  
45 Chairperson are encouraged to take the matter to the Board of Trustees. Any such referral to the  
46 board shall be accompanied by a written report from the other interested parties and reported to  
47 the Faculty.  
48

49 **1.2.8.2 Faculty petitions and referendums**  
50



1 Voting members of the Faculty have the right to bring a petition (for a topic to be discussed) or a  
2 referendum (proposing a specific change) before the Senate or a general meeting of the Faculty.  
3 Such a petition/referendum may seek to redefine the governance responsibilities of the Senate. Any  
4 referendum submitted takes the form of a resolution to be approved or rejected. The referendum  
5 should contain the exact wording of the resolution that is to be put to a vote to be approved or  
6 rejected.

7  
8 Any petition/referendum must be submitted to the University secretary at least 14 calendar days  
9 prior to the Senate or general meeting. A statement that at least 10% of the voting members of the  
10 Faculty support consideration of the petition/referendum must accompany the  
11 petition/referendum. Upon request by the Executive Committee, the Faculty member proposing the  
12 petition/referendum shall provide to the University Secretary the names of the 10% of the voting  
13 Faculty that support consideration.

### 14 15 **1.2.8.3 Faculty appeals**

16  
17 Senate decisions generally become effective after the approval of the Senate minutes at the next  
18 Senate meeting. The Senate by a separate two-thirds vote may decide that a decision becomes  
19 effective immediately.

20  
21 Faculty members may appeal any action of the Senate to the Faculty as a whole. An appeal of a  
22 Senate action must be submitted in writing to the University secretary within 14 calendar days of  
23 the distribution of the Senate minutes reporting that action, and such appeal must be endorsed by  
24 at least 20% of the voting members of the Faculty. Upon request by the Executive Committee, the  
25 Faculty member proposing the appeal shall provide to the University Secretary the names of the  
26 20% of the voting Faculty that support consideration.

27  
28 The Senate shall schedule a Faculty meeting to deliberate on the appeal within four weeks of  
29 receipt of the appeal or the earliest possible date on the academic calendar thereafter; and the  
30 Faculty shall vote on the appeal at that meeting or by electronic ballot after the meeting. To amend  
31 or rescind action by the Senate requires a two-thirds vote, provided that the total votes cast  
32 constitute at least one-half of the voting members of the Faculty excluding those on leave.

## 33 34 35 **1.3 University Committees**

### 36 37 **1.3.1 In General**

38  
39 University Standing Committees (excluding The Faculty Personnel Committee and the University  
40 Discipline Appeals Committee, **both of which shall remain independent of the Faculty Senate**) shall  
41 report to the Faculty Senate. The Faculty Senate may decide: i) To give the Chairpersons of one or  
42 more Faculty committees ex officio status in the Faculty Senate as a voting member (no more than  
43 nine Chairpersons may be given such status); ii) To change the mission or composition of Faculty  
44 committees except the Faculty Personnel Committee and both the University Committees on  
45 Discipline; and iii) To create new Faculty committees, combine existing committees, or dismantle  
46 existing committees following the procedures given in **R&P 1.2.6** of this document.

47  
48 The creation of any new temporary university committee with Faculty participation shall be  
49 coordinated with the Executive Committee of the Senate. The Senate must approve the creation of  
50 any new permanent university committee with Faculty participation.

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2	
3	
4	1.3.2 Faculty Governance Committees
5	
6	1.3.2.1 Educational Policy Committee
7	1.3.2.2 Graduate Research Committee
8	1.3.2.3 Faculty Compensation Committee
9	1.3.2.4 Faculty Financial Planning and Operations Committee
10	1.3.2.5 Faculty Personnel Committee
11	1.3.2.6 Faculty Committee on Student Life
12	1.3.2.7 Faculty Committee on Global Affairs
13	1.3.2.8 Faculty Committee on Advancement
14	1.3.2.9 Faculty Committee on Facilities Planning
15	
16	1.3.3 Faculty Administrative Committees
17	
18	1.3.3.1 Committee on Nominations
19	1.3.3.2 Committee on Standing of Undergraduate Students
20	1.3.3.3 Committee on Standing of Graduate Students
21	1.3.3.4 University Disciplinary Appeals Committee
22	
23	1.3.4 Faculty Advisory Committees
24	
25	1.3.4.1 Library Users Committees
26	1.3.4.2 Honorary Degree Committee
27	1.3.4.3 Study Abroad Faculty Policy Board
28	1.3.4.4 Online Learning Policy Committee
29	1.3.4.5 Faculty Representation on the Council for Equity and Community
30	
31	1.3.5 University Committees
32	
33	1.3.5.1 University Committee on Discipline
34	1.3.5.2 Committee on Undergraduate Awards and Prizes
35	1.3.5.3 Visiting Lecturers Committee
36	
37	1.3.6 Replacing an Elected Member of a University Standing Committee
38	
39	1.3.7 Administration Advisory Committees
40	
41	1.4 College Faculties
42	1.4.1 - 1.4.4
43	
44	1.5 Graduate Studies
45	1.5.1 - 1.5.2
46	