

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 (**11th 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 Faculty Senate**

34 35 **1.2.1 Mission of Faculty Senate**

36
37 The Faculty Senate shall strive to institutionalize and facilitate shared University governance
38 among the Faculty, Administration, and Board of Trustees. The Senate is the primary vehicle of
39 Faculty participation in shared University governance and should be the “voice” of the Faculty. The
40 Senate Chairperson will be the primary advocate respecting Faculty issues and opinions and the
41 official representative of the Faculty to the Administration and the Board of Trustees.

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

1 reports from the University administration and to make recommendations directly to the President,
2 Provost, and the Board of Trustees

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

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

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

25 26 **1.2.2. Size and Composition of the Faculty Senate**

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

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

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

48
49 The regular Senate term will begin on July 1st. The standard term of an elected member of the
50 Senate will be four years unless the member is completing the term of another Senator. With a

1 single exception, any Senator who has served two sequential terms is ineligible for re-election until
2 after a full two-year absence from the Senate. The exception is when the Senate Chairperson's
3 extension in office would put them beyond the eight-year mark. In this case, the Chairperson will
4 remain in the Senate until the end of their tenure in office.

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

14 15 16 **1.2.3 Senate Leadership**

17 18 **1.2.3.1 Chairperson of the Senate.**

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

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

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

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

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

1
2 On behalf of the Faculty and with the advice and consent of the Senate, the Senate Chairperson will
3 execute shared decision-making power regarding all University Business as outlined in Rules and
4 Procedures of the Faculty. In order to make shared governance possible, it is critical that the
5 Chairperson is notified in a timely manner of substantial University issues including - but not
6 limited to—those listed in R&P 1. Such notice will enable the Chairperson to productively engage
7 with members of the Senior University Leadership on matters of significance to the Lehigh
8 community.

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

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

23 24 **1.2.3.2 Executive Committee of the Senate**

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

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

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

1 Committee action, the Senate Chairperson may vote once as an Executive Committee member and
2 then – in the case of a tie vote – vote a second time as Chairperson to resolve the tie.
3

4 *The Executive Committee shall:* i) Select a slate of Faculty candidates to serve on Presidential and
5 Provost Search Committees, the Search Committee shall include at least one Faculty member from
6 this slate; ii) be consulted regarding decisions to hire or renew College Deans, the Vice President of
7 Research and the Vice President of LTS; and iii) be consulted when the University is considering
8 creating new senior administrative positions.
9

10 11 **1.2.4 Senate Meetings** 12

13 The Senate will meet at least eight times during the academic year. Each meeting of the Senate
14 requires a quorum of 60% of the voting members to perform any business.
15

16 A vacancy in the Senate may occur when any elected member of the Senate misses two consecutive
17 meetings or more than 3 meetings during an academic year or fails to properly perform their
18 Senate service. In the case of unjustified absences, as determined by the Executive Committee, that
19 person’s College shall by election decide whether to replace the Senator. Until this election is held,
20 the College Dean shall immediately appoint a Faculty member to fill the vacancy.
21

22 In the case where an elected Senator goes on leave, the Senate Chairperson (in consultation with
23 the appropriate constituency) arranges for a replacement for the duration of the leave.
24 Senate meetings shall be open unless two-thirds of the Senate votes to close the meeting. If a
25 meeting is open, then any attending Faculty who are not Senate members have full voice but no
26 vote.
27

28 In unusual circumstances—and no more than once each academic year for each member—a voting
29 member of the Faculty Senate may appoint a proxy to participate in a Senate meeting and vote on
30 the member’s behalf. Before the Senate meeting, the voting member must notify the Chairperson of
31 the Senate and the University Secretary of the appointment of a proxy. The proxy can be any voting
32 member of the Faculty who is not currently in the Senate.
33

34 Unless otherwise stated, Senate decisions will be made by a majority vote. The Chairperson shall
35 rely on Robert’s Rules Newly Revised (11th Edition) when chairing meetings of the Senate and the
36 University Faculty. Upon request by the Chairperson, the University Parliamentarian will advise the
37 Chairperson on proper parliamentary procedure.
38

39 Consistent with Robert’s Rules, the Chairperson may limit either the length of members or non-
40 members presentations or limit the number of times that a member or non-member may speak on
41 an issue.
42

43 The Secretary of the Faculty is responsible for reporting the minutes of Senate meetings, including
44 any voting results, to the Faculty, the Board of Trustees, the President, the Provost, and the College
45 Deans. The minutes shall record the names of all attendees and the names of members who were
46 absent. The minutes are to be made available no later than 10 calendar days before the next
47 scheduled Senate meeting.
48

49 50 **1.2.5 Responsibilities of members of the Faculty Senate**

1
2 It is the responsibly of all Faculty Senators to: i) attend all Senate meetings and perform service
3 required to fulfill the Senate mission; ii) seek to increase the quality of undergraduate and graduate
4 education, research, and service to the wider community at Lehigh University; iii) to the extent that
5 it is consistent with the above, conscientiously represent the interests of their College; and iv)
6 ensure effective continuous communication of information provided to the Senate, and Senate
7 discussions and decisions to their College. In addition, Senate members are tasked with delivering
8 to the Senate opinions of the Faculty including reports to the Senate on Faculty needs and requests.
9

10 Senators representing a College have an affirmative responsibility to coordinate attendance at
11 Department meetings in their College at least once a semester to ensure effective two-way
12 communication. In the case of inter-disciplinary programs, Senators representing the Colleges
13 involved shall coordinate to ensure that such programs are kept informed and their issues are
14 brought forward to the Senate.
15

16 17 **1.2.6 Senate process for amending the Rules and Procedures of the Faculty** 18

19 Amendments to the University Operating Procedures (R&P Section 1): With the exception noted
20 below, the relevant Committee, College, or the Executive Committee of the Faculty Senate shall
21 submit recommended changes to the Senate. If approved by a majority vote of the Senate, changes
22 shall be submitted to Board of Trustees for final approval. However, any change in R&P 1.1 or 1.2
23 will follow the process given in 1.2.7. Any change in R&P 1.4 “College Faculties” shall be submitted
24 directly by the relevant College to the Board of Trustees – the Senate is to be notified but its
25 approval is not required. Whenever trustee approval is required, faculty action may be taken only
26 after the appropriate faculty committee has secured the advice of the administration.
27

28 Amendments to the Employment Policies for Academic Employees (R&P Section 2): The Executive
29 Committee of the Faculty Senate or the relevant Committee shall submit recommended changes to
30 Senate. If approved by a majority vote of the Senate, changes shall be voted on by the faculty at the
31 next University Faculty meeting or by electronic vote. If approved by the Faculty, changes shall be
32 submitted to Board of Trustees for final approval.
33

34 Amendments to the Educational Requirements and Procedures (R&P Section 3): The Executive
35 Committee of the Faculty Senate, the relevant Committee, or a College shall submit recommended
36 changes to Senate. If approved by a majority vote of the Senate, changes shall go into effect. The
37 Board of Trustees shall be notified but its approval is not required.
38

39 Amendments to the Lehigh University Student Code of Conduct: The Executive Committee of the
40 Faculty Senate, or relevant Committee, or the Administration shall submit recommended changes to
41 Senate. If approved by a majority of the Senate, changes shall be submitted to Board of Trustees for
42 final approval.
43

44 **1.2.6.1 Electronic Voting** 45

46 Electronic voting is administered by the Office of Institutional Research & Strategic Analytics and
47 accessible to all voting faculty for seven calendar days. Faculty voting electronically may choose
48 “Yes,” “No,” or “Present, but Not Voting,” (with “Present, but Not Voting” counting only to establish a
49 quorum, which is defined for an electronic vote as one-third of the total voting members of the
50 university faculty, not including those on leave). Electronic voting is confidential; votes are

1 submitted to a secure server that tallies the votes and rejects duplicates. The Personnel Committee,
2 the **Faculty Senate** and the President or Provost each designate one person to serve on a committee
3 to oversee the procedure.

4 5 **1.2.6.2 Motions and Consent Calendar** 6

7 Changes in the Rules and Procedures may be proposed **by a voting member of the Faculty Senate** at
8 any meeting of the **Faculty Senate**. Motions incorporating such changes must receive an initial
9 reading at a **Faculty Senate meeting** before being put forward for a vote at the next regularly
10 scheduled meeting of the **Faculty Senate**. Motions must be made available to the faculty **and**
11 **Senators** in writing at least seven days prior to the meeting in question and must be clearly marked
12 as the “initial reading” or “final reading.” Amendments to a motion do not necessitate postponing a
13 vote until a subsequent Faculty Senate meeting. Any or all these restrictions may be waived by a
14 two-thirds majority of the voting members of the **Faculty Senate** who are present at the meeting.
15 Motions to amend R&P that the **Senate Executive Committee** considers routine and non-
16 controversial shall normally be placed on the Consent Calendar for two successive Senate meetings,
17 posted at least seven days prior to the first of these meetings. The customary rules for removing
18 items from the Consent Calendar for open discussion at Faculty **Senate** meeting shall apply. If after
19 the second Faculty **Senate** Meeting there have been no objections, the motion is deemed to have
20 passed. A copy of each amendment, change, or modification of the rules adopted by the trustees or
21 the faculty senate shall be furnished as soon as practicable to each member of the faculty. (See 6.1)
22
23

24 **1.2.7 Amendment Process** 25

26 Only the University Faculty in a duly constituted meeting can amend the rules of the Senate given in
27 R&P 1.1 and 1.2. The process for amending these rules shall be an electronic vote that requires a
28 two-thirds vote of the University Faculty provided that the total votes cast constitute at least one-
29 half of the voting members of the Faculty, excluding those on leave.
30

31 The Senate may amend its bylaws by a motion presented in a regularly scheduled Senate meeting
32 that is approved by a majority vote in the next regularly scheduled Senate meeting.
33

34 **1.2.7.1 Resolution of Inconsistencies** 35

36 Any amendment of R&P that has been properly approved shall be deemed to have
37 amended R&P contemporaneously with its proper approval notwithstanding the fact that
38 the amendment is not reflected in the official R&P document until a later date.
39

40 **1.2.7.2 Rules and Procedures in the Superior Document** 41

42 To the extent possible the University Catalog and the Student Handbook shall be
43 interpreted to avoid conflict and inconsistency with R&P. Whenever there is a conflict or
44 inconsistency between R&P and either the University Catalog or Student Handbook or both,
45 the provisions of the R&P shall control and the inconsistent language in the other
46 document shall automatically and retroactively be deemed to have been revised to reflect
47 the terms or provisions consistent with R&P.
48

1 To the extent possible R&P shall be interpreted to avoid internal inconsistency. Whenever
2 there is an inconsistency within R&P the Provost shall decide within a reasonable time
3 whether the resolution of inconsistencies within R&P as may occur from time to time
4 require a vote of the faculty senate or may be resolved by the University Parliamentarian
5 alone.
6
7

8 **1.2.8 Faculty Resolutions, Petitions, Referendums, and Appeals**

9 10 **1.2.8.1 Sense of the Faculty resolutions**

11
12 A Faculty resolution obligates and empowers the Senate Chairperson to act on behalf of the Faculty
13 regarding the University matters raised in the resolution. If requested by either the Administration
14 or the Board of Trustees, the Senate shall respond with a sense of the Faculty resolution concerning
15 any University issue. The Senate can decide to issue a sense of the Faculty resolution based on its
16 own evaluation of any University issue. The University Faculty can seek a sense of the Faculty
17 resolution using the petition procedure (See R&P 1.2.8.2).
18

19 In the rare instance when disagreement with the Administration about a sense of the Faculty
20 resolution occurs, the Executive Committee of the Senate shall meet with the President or Provost
21 to resolve the disagreement. If such disagreement cannot be resolved, the President and Senate
22 Chairperson are encouraged to take the matter to the Board of Trustees. Any such referral to the
23 board shall be accompanied by a written report from the other interested parties and reported to
24 the Faculty.
25

26 **1.2.8.2 Faculty petitions and referendums**

27
28 Voting members of the Faculty have the right to bring a petition (for a topic to be discussed) or a
29 referendum (proposing a specific change) before the Senate or a general meeting of the Faculty.
30 Such a petition/referendum may seek to redefine the governance responsibilities of the Senate. Any
31 referendum submitted takes the form of a resolution to be approved or rejected. The referendum
32 should contain the exact wording of the resolution that is to be put to a vote to be approved or
33 rejected.
34

35 Any petition/referendum must be submitted to the University secretary at least 14 calendar days
36 prior to the Senate or general meeting. A statement that at least 10% of the voting members of the
37 Faculty support consideration of the petition/referendum must accompany the
38 petition/referendum. Upon request by the Executive Committee, the Faculty member proposing the
39 petition/referendum shall provide to the University Secretary the names of the 10% of the voting
40 Faculty that support consideration.
41

42 **1.2.8.3 Faculty appeals**

43
44 Senate decisions generally become effective after the approval of the Senate minutes at the next
45 Senate meeting. The Senate by a separate two-thirds vote may decide that a decision becomes
46 effective immediately.
47

48 Faculty members may appeal any action of the Senate to the Faculty as a whole. An appeal of a
49 Senate action must be submitted in writing to the University secretary within 14 calendar days of

1 the distribution of the Senate minutes reporting that action, and such appeal must be endorsed by
2 at least 20% of the voting members of the Faculty. Upon request by the Executive Committee, the
3 Faculty member proposing the appeal shall provide to the University Secretary the names of the
4 20% of the voting Faculty that support consideration.
5

6 The Senate shall schedule a Faculty meeting to deliberate on the appeal within four weeks of
7 receipt of the appeal or the earliest possible date on the academic calendar thereafter; and the
8 Faculty shall vote on the appeal at that meeting or by electronic ballot after the meeting. To amend
9 or rescind action by the Senate requires a two-thirds vote, provided that the total votes cast
10 constitute at least one-half of the voting members of the Faculty excluding those on leave.
11

12 13 **1.3 University Committees**

14 15 1.3.1 In General

16
17 University Standing Committees (excluding The Faculty Personnel Committee and the University
18 Discipline Appeals Committee, both of which shall remain independent of the Faculty Senate) shall
19 report to the Faculty Senate. The Faculty Senate may decide: i) To give the Chairpersons of one or
20 more Faculty committees ex officio status in the Faculty Senate as a voting member (no more than
21 nine Chairpersons may be given such status); ii) To change the mission or composition of Faculty
22 committees except the Faculty Personnel Committee and both the University Committees on
23 Discipline; and iii) To create new Faculty committees, combine existing committees, or dismantle
24 existing committees following the procedures given in R&P 1.2.6 of this document.
25

26 The creation of any new temporary university committee with Faculty participation shall be
27 coordinated with the Executive Committee of the Senate. The Senate must approve the creation of
28 any new permanent university committee with Faculty participation.
29
30
31

32 1.3.2 Faculty Governance Committees

33 34 1.3.2.1 Educational Policy Committee

35 1.3.2.2 Graduate Research Committee

36 1.3.2.3 Faculty Compensation Committee

37 1.3.2.4 Faculty Personnel Committee

38 1.3.2.5 Faculty Committee on Student Life

39 1.3.2.6 Faculty Committee on Global Affairs

40 1.3.2.7 Faculty Committee on Advancement 41

42 43 1.3.3 Faculty Administrative Committees

44 45 1.3.3.1 Committee on Standing of Undergraduate Students

46 1.3.3.2 Committee on Standing of Graduate Students

47 1.3.3.3 University Disciplinary Appeals Committee 48

49 1.3.4 Faculty Advisory Committees 50

1	1.3.4.1 Library Users Committees
2	1.3.4.2 Study Abroad Faculty Policy Board
3	1.3.4.3 Online Learning Policy Committee
4	1.3.4.4 Faculty Representation on the Council for Equity and Community
5	
6	1.3.5 University Committees
7	
8	1.3.5.1 University Committee on Discipline
9	1.3.5.2 Committee on Undergraduate Awards and Prizes
10	1.3.5.3 Visiting Lecturers Committee
11	
12	1.3.6 Replacing an Elected Member of a University Standing Committee
13	
14	1.3.7 Administration Advisory Committees
15	
16	1.4 College Faculties
17	1.4.1 - 1.4.4
18	
19	1.5 Graduate Studies
20	1.5.1 - 1.5.2
21	