

## FACULTY SENATE

### PREAMBLE

There shall be a Faculty Senate. Wherever any of the provisions, recommendations or actions of the Faculty Senate are in conflict with the Board of Trustees/Faculty Federation Agreement, the provisions of this Agreement shall prevail.

#### 1. Role

- a) This organization shall be known as the Faculty Senate of the University of Massachusetts Dartmouth.
- b) The Faculty Senate shall be concerned with academic matters and matters relating to the intellectual life of the University, including:
  - (1) Standards and policies for the admission of students, including transfer students.
  - (2) Standards and policies for the granting of honorary degrees and honors awards for students.
  - (3) Policy for minimum residence requirements for awarding a University of Massachusetts Dartmouth degree in a major field.
  - (4) Standards for grading and academic regulations.
  - (5) Policies affecting student activities and cultural affairs (with student consultation).
  - (6) Policies governing University Research.
  - (7) Policies governing the Library.
  - (8) Policies governing computer usage.
  - (9) Assumption by the University of research or service obligations to private or public agencies.
  - (10) Expression of faculty opinion on matters brought to it under Section 2. h) (1) as reported by the University Standing Committees.

#### 2. Constitution

- a) For the purposes of this organization, a member of the faculty shall be defined as any full-time member of the teaching or research staff of the University of Massachusetts Dartmouth holding a faculty rank as defined in Article I. B.
- b) Composition of the Senate
  - (1) The Senate shall consist of fifty-four (54) voting members as follows:
    - (a) Three (3) persons from each of the academic councils (College of Visual and Performing Arts, Business, Engineering, Humanities, Nursing, Science, Social Sciences), one (1) from SMAST and one (1) from SEPPCE. The representative of each council shall be elected by the faculty members of that council. One (1) professional librarian shall be elected by the professional librarians and one (1) professional technician shall be elected by the professional technicians.
    - (b) Twenty-nine (29) members-at-large taken from the university as a whole. Any full time tenure-track faculty member, professional librarian, or professional technician may be elected to the Faculty Senate by a vote of the entire faculty, professional librarians, and professional technicians.
  - (2) All Senators shall be elected for three-year (3) terms, except when elected to fill unexpired terms. The candidates receiving the largest plurality shall be elected.

- (3) In the event that an election does not result in filling the vacancies, the President of the Faculty Senate, with the advice and consent of the Steering Committee, shall appoint members from eligible faculty.
- c) Members will begin serving their terms at the last regularly scheduled meeting of the academic year of their election. The officers and Steering Committee shall be elected at that meeting.
  - d) Any member of the faculty shall have the right to attend meetings of the Senate (but without right to vote or make motions) and to address the Senate on a matter of interest at the appropriate time at any duly constituted meeting when recognized by the presiding officer.
  - e) The Senate may invite whomever it desires to attend meetings and address the assembly.
  - f) Faculty Senate Officers and Duties
    - (1) The President of the Faculty Senate shall be elected annually by the members of the Senate from among its members. Every effort shall be made to adjust the schedule of the President of the Faculty Senate for the execution of all duties as a faculty member and responsibilities to the Faculty Senate. Duties of the President shall be:
      - (a) To preside at meetings of the Senate.
      - (b) To call special meetings of the Senate on personal initiative or at the petition of the faculty or Steering Committee.
      - (c) To preside at meetings of the Steering Committee.
      - (d) To serve ex officio on all Senate Committees.
    - (2) The Secretary of the Faculty Senate shall be elected annually by the members of the Senate from among the members of the Steering Committee. Duties shall be:
      - (a) To keep the official rolls of the membership of the Senate and the faculty.
      - (b) To prepare and publish minutes of all Senate meetings.
      - (c) To receive reports from all committees of the Senate to be filed as part of the permanent records of the Senate.
      - (d) To perform such other duties as may be prescribed by the By-laws or by the Steering Committee.
    - (3) The Steering Committee shall consist of the President of the Faculty Senate and eight (8) other members elected annually by and from the members of the Senate. One member of the Steering Committee shall be represented from each of the Business, Engineering, Humanities, Nursing, Science, Social Sciences, and Visual & Performing Arts councils, and one librarian. The Steering Committee shall meet regularly at least once a month and meet at the call of the President. On petition of any three (3) of its members, the President must call a meeting within five (5) working days. Its duties shall be:
      - (a) To prepare the agenda for regular meetings of the Senate.
      - (b) To submit to the President of the Senate for consideration a list of nominees for membership on University Standing Committees except the College and University Curriculum Committees and the General Education Committee. The President shall appoint the faculty members of each Standing Committee. Any member of the faculty may be appointed to these committees. There shall be student representation on University Standing Committees. Student representatives shall be designated by the appropriate student government.
      - (c) To appoint all ad hoc Senate Committees and their chairpersons. Any member of the faculty may be appointed to these committees.
      - (d) To serve as the Faculty Senate's sole channel of communication with the Chancellor

g) Meetings

- (1) The Senate shall meet regularly once each month during the academic year.
- (2) Special meetings may be requested through the President of the Faculty Senate. The President must call a special meeting not more than fourteen (14) days after written petition to the President of the Senate by a majority of the members of the Steering Committee or ten (10%) percent of the faculty. Members of the Senate shall receive at least five (5) days notice of a special meeting. Special meetings held in an emergency with less than five (5) days notice may transact business only on a vote receiving an absolute majority of the Faculty Senate.
- (3) A quorum for the transaction of any business shall be the presence of half of the members.

h) Standing Committees

- (1) The Standing Committees of the University of Massachusetts Dartmouth are:
  - (a) Admissions Committee
  - (b) Computer Users Committee
  - (c) Cultural Affairs Committee
  - (d) Academic Ethical Standards Committee
  - (e) Library Committee. Two librarians shall be appointed to this committee.
  - (f) Research Committee
  - (g) Student Activities Committee
  - (h) Student-Faculty Academic Affairs Committee
  - (i) Student Financial Aid Committee
  - (j) College and University Curriculum Committees (See Article V.E.1,2,3 and 4)
  - (k) General Education Committee
  - (l) Honorary Degree Committee
  - (m) Commencement Committee
  - (n) The Academic Planning Committee
  - (o) Institutional Review Board (IRB)
- (2) The Senate, after receiving the advice of the Steering Committee, shall determine the number of faculty members, graduate student members, and undergraduate student members on each committee except j and k above.
- (3) Each committee shall establish its rules of procedure and shall elect its officers. The Cultural Affairs Committee shall elect a Chairperson and a Vice-Chairperson or Co-Chairpersons, one of whom shall be a faculty member and the other a student. Requests for expenditures of funds must be signed by both the Chairperson and the Vice-Chairperson (or Co-Chairpersons) to certify committee approval in addition to any other signatures required for processing the request.
- (4) Procedures for Faculty Senate Recommendations
  - (a) An item of concern may be brought to the attention of the Faculty Senate through the President of the Senate or its Steering Committee. Items may be raised during the course of regular Senate meetings.
  - (b) In all cases where there exists an appropriate University Standing Committee, the items shall be sent to it by the Senate President upon receipt of the item. Where no such Standing Committee exists and where the item falls within the scope of the Faculty Senate, the Steering Committee itself shall take the item under consideration. No recommendation shall be considered by a Standing Committee or the Senate Steering Committee which is in violation of any provision of this Agreement. The Steering Committee shall indicate a date for reporting the item out of committee. In no case shall this time exceed the third subsequent regular meeting of the Faculty Senate. All Standing Committees, including the Steering Committee, shall be urged to hold open hearings as part of their procedure for considering items referred to said committees.
  - (c) Following due consideration of the item, the Senate Steering Committee shall be notified of any resolution to be placed on the agenda of a future Senate meeting.

- (d) The Steering Committee shall, at the same time, forward the resolution to the Provost with an expected date of consideration of the item before the full Senate.
- (e) The Provost shall forward the resolution and expected date of Senate action to the Council of Academic Deans for their review and recommendations. The Council of Academic Deans shall make their recommendations to the Provost. These recommendations and the Provost's recommendation shall be forwarded to the Chancellor.
- (f) Following final Senate action on the item, the Steering Committee shall send copies of the Senate recommendation together with the recommendation of the University Standing Committee (or Senate Steering Committee) to the Chancellor for a decision.
- (g) Where a recommendation for action by the Faculty Senate involves powers previously delegated by the Board of Trustees to the Chancellor, the Chancellor shall so indicate to the President of the Faculty Senate as part of the stated reaction to the recommendation of the Faculty Senate. The Chancellor shall further state either agreement with the resolution of the Faculty Senate and, therefore, an intention to implement the Senate's recommendation or disagreement with the recommendation of the Senate. In those cases where the Chancellor disagrees with the recommendation of the Senate, the Senate shall reconsider its recommendation and either develop an alternate recommendation or reaffirm its original recommendation by a two-thirds (2/3) vote of the Senate membership. An alternate recommendation developed by this procedure shall be processed by the Chancellor as would an initial recommendation received from the Faculty Senate. The Chancellor shall notify the President of the Faculty Senate of intended action within thirty (30) days of receipt of a Senate recommendation.
- (h) Where a recommendation for action by the Faculty Senate involves powers maintained internal to the Board of Trustees, or previously delegated by the Board of Trustees to the President, the Chancellor shall so indicate to the President of the Faculty Senate as part of the stated reaction to the recommendation of the Faculty Senate. The Chancellor shall further state either an agreement with the recommendation of the Faculty Senate and, therefore, intention to recommend that the President or Board of Trustees adopt the Senate's recommendation or disagreement with the recommendation of the Senate. In those cases where the Chancellor disagrees with the recommendation of the Senate, the Senate shall reconsider its recommendation and either develop an alternate recommendation or reaffirm its original recommendation by a two-thirds vote of the Senate membership. The Chancellor shall present the Senate's reaffirmed recommendation along with the Chancellor's own comments to the President of the University and/or to the Board of Trustees. In either case, the Chancellor shall notify the President of the Faculty Senate of intended action within thirty (30) days of receipt of the Senate recommendation.
- (i) In either instance, with reference to items (g) and (h), where the Chancellor disagrees with a Senate recommendation, the Chancellor may propose an alternative and require that the Senate consult with individuals of the Chancellor's choice prior to conducting the vote on reaffirmation.