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FLORIDA ATLANTIC UNIVERSITY FACULTY SENATE CONSTITUTION AND BYLAWS

The Florida Atlantic University Faculty Senate Constitution and Bylaws are established by the faculty to define faculty governance of the University. In establishing them, it is recognized that authority for operation of the university is vested in the President of the University, by law and by the policies of the FAU Board of Trustees; at the same time it is recognized that faculty plays an essential role in the development of the policies and practices by which the university fulfills its academic mission. The goal of faculty governance, and of these bylaws, is to maintain the respect and communication between faculty and administration that make it possible for the university to function.

Article I. Name

The name of the organization is the University Faculty Senate (UFS).

Article II. Purpose

The UFS is the governance body concerned with matters of general university educational and administrative policy at Florida Atlantic University. The UFS, as elected representatives of the faculty, has authority over curriculum, admissions standards and degree programs, subject to the veto power of the President of the University. Actions of the UFS regarding academic policy are sent to the President of the University for approval. (A courtesy copy is also sent to the responsible Vice President or Division head.) Such actions become University policy within one month of formal notification by the UFS to the President of the University unless vetoed.

The UFS may also consider and provide advice to the President of the University and Board of Trustees on other issues of general faculty concern, including academic calendar, registration, schedule, university honors, university budgeting, athletics, strategic planning and any organizational or policy change that significantly impacts the faculty and students of the University.

Article III. Members

Section A. Definition of UFS Faculty

The UFS faculty is composed of all full-time faculty, excluding visiting positions. In addition, the President of the University, the University Provost, and the deans of colleges are members of the University faculty. The University Provost's office provides a current list of University faculty as described above to the UFS on request.

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Section C. Ex Officio Members

The following individuals shall automatically become members of the UFS at the first fall meeting if they do not hold an elected seat on the UFS:

1. the Chairs, or elected faculty representatives, of the following UFS Standing Committees:
 - a. Academic Freedom and Due Process Committee;
 - b. Diversity, Equity, and Inclusions Committee;
 - c. Graduate Council;
 - d. Honors and Awards Committee;
 - e. Library Advisory Committee;
 - f. Policies and Procedures Committee;
 - g. Promotion and Tenure Committee;
 - h. Research Committee;
 - i. Undergraduate Programs Committee;
2. the Chair or designated representative of each College Faculty Assembly;
3. the President of the UFS;
4. the President-Elect or Past-President of the UFS.

Section D. Nonvoting Members

The President of the University and the University Provost shall be nonvoting members of the UFS.

Section E. Eligibility and Term of Office

All members of the faculty shall be eligible for election as members of the UFS. Election to the UFS shall be for a two-year term, with half of the membership elected each year. The term of each UFS member, unless chosen as a replacement to fill an unexpired term, shall begin at the April meeting of the UFS.

Only electing members of the UFS shall submit the names of new members to the UFS President by April 1 each year. Replacements for members on

1. serving as FAU representative to the Advisory Council of Faculty Senates (ACFS);
2. serving as liaison to College Faculty Assemblies;
3. serving as chair of the Academic Planning and Budget Committee performing other duties as determined by the President and UFS.

The Administrative Staff Assistant shall present a slate of nominees for President-Elect at the penultimate meeting (typically March) of the academic year in alternate years with additional nominations from the floor, if any. The official results of the vote shall be officially announced at the final meeting of academic year. In contested elections, the vote shall be by electronic ballot and election shall be by a majority of votes cast. If no candidate receives a majority, there will be a run-off between the two candidates receiving the greatest number of votes. The President shall not serve as President-Elect.

The President may stand for reelection once, serving at most two consecutive terms. If the sitting President is reelected to a second term, then the position of President-Elect shall remain vacant and the Past-President shall continue in that position.

A vacancy in the position of President-Elect shall be filled promptly via election by the UFS, as described above.

A vacancy in the position of Past-President shall be filled promptly via election by the UFS of a member of the Steering Committee to serve the remainder of the Past-President's term. The election procedure for Past-President shall be the same as that for the President-Elect. In the event that no member of the Steering Committee is available to serve as Past-President, a member of the Senate may be elected.

Section C. Administrative Staff Assistant

The Staff Assistant is selected by the President and is not a member of the UFS. Duties of the Staff Assistant include:

1. preparing and distributing minutes of all UFS meetings and Steering Committee meetings;
2. organizing and distributing the agenda of all UFS meetings and Steering Committee meetings;
3. maintaining attendance records and all other official records of UFS business;
4. maintaining the UFS web site;
5. performing other duties as determined by the President and the UFS.

Article V. Meetings

Section A. Meetings

The UFS shall meet at least twice per semester. The last regular meeting of the academic year shall be held in April, when possible. Meetings shall be available to all campuses by video conferencing. Special meetings may be called by the UFS President or upon petition by fifteen percent of the UFS membership. Notice and agenda of meetings shall be available on a timely basis to all university faculty.

Section B. Quorum

A quorum shall consist of thirty-three percent of the voting UFS membership.

Section C. Non-Member Privilege

Any member of the faculty, administration, staff, or student body shall have the right to attend meetings of the UFS and to have the floor upon recognition by the presiding officer.

Article VI. Committees

University level faculty committees shall be designated as (A) Standing Committees and (B) Special Committees.

7. Policies and Procedures Committee

a. Responsibilities

The Committee shall advise the UFS on policies and procedures related to the faculty, the structure and delivery of the academic curriculum, or any matters within the scope or authority of the UFS, including, but not limited to:

1. Advising the UFS on all matters relating to the assessment of job performance of faculty and administrators.
2. Considering all issues that impact FAU courses and degree programs. It shall consider policy issues relating to the offering of courses and their evaluation regardless of delivery mode.
3. Considering and recommending to the UFS policies and procedures relating to the support, assignment and evaluation of faculty efforts.
4. Examining intellectual property policies and procedures that impact faculty and distance learning.
5. Advising the UFS on any matter referred to it by the Steering Committee or the UFS.
6. Recommending new policies or procedures to the UFS from issues oricthe UFS. 6.

c. Meetings

The Committee shall meet as often as necessary to complete its business. A quorum for the Committee shall be one less than the number of members of the Committee.

9. Research Committee

- Responsibilities

The Research Committee shall review policies regarding budget allocations for research, including those for research centers and institutes, and provide advice to the Vice President for Research. It shall review applications for the establishment of new centers and institutes; applications for university-wide research grants and international travel grants; and recommendations for the "Researcher of the Year" award. It shall also review and recommend procedures relating to these programs and other research issues.

- Membership

The Research Committee shall consist of one faculty member from each college and one member from the Library faculty. The Vice President for Research shall also be a nonvoting member of the committee. The Committee shall elect its chair from among the college members.

- Meetings

The Committee shall meet as often as necessary to complete its business. A quorum for the Committee shall be one less than the number of members of the Committee.

Revised UFS Constitution and Bylaws Approved 12-7-07, 4-15-10, 3-23-12, 11-2-12, 8-21-

The UFS and its committees shall operate according to the latest edition of Robert's Rules of Order, Newly Revised.

Article XI. Proposal of Amendments