



**SOUTHERN UTAH UNIVERSITY**  
**Policies and Procedures**

**Policy # 6.10**  
**Date Approved: 09/21/90**  
**Date Amended: 02/08/91**  
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**SUBJECT: FACULTY SENATE CONSTITUTION**

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- I. **PURPOSE:** To provide for a Faculty Senate to represent the Faculty in matters relating to formulation of University Policies.
- II. **POLICY:**

**PREAMBLE:** We, the faculty of Southern Utah University, in order to provide for a free dialogue between the faculty and the administration, and in order to establish a means whereby matters of faculty interest and concern may be presented to the administration, Board of Trustees, Board of Regents and State Legislature, and in order to advise the administration in its formulation and enunciation of policies and procedures which are of university interest and concern, and in order to provide a responsible and representative voice in the formulation of these policies, do hereby present this constitution for the governing of the Faculty Senate Organization.

- A. **ARTICLE I: Responsibility.** The Faculty of Southern Utah University has significant responsibilities in matters relating to formulation of the University policies. To provide for the discharge of these responsibilities, the Faculty designates the Senate to serve as its representative agency for federal academic policy matters which have University-wide ramifications. For more specific academic policy matters relating to departmental concerns, responsibility shall remain a prerogative of faculty in each department.

1. "The Faculty", subject to provisions of State and Federal law; subject to consistency with the general objectives established by the Board of Trustees; subject to review of chief academic officers; subject to the approval of the President of the University; and subject to the approval of the Board of Trustees, "has primary responsibility for such fundamental areas as curriculum, subject matter and methods of instruction, research, faculty status, and those aspects of student life which relate to the educational process."<sup>1</sup>

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<sup>1</sup> On these matters the power of review or final decision lodged in the governing board or delegated by it to the president should be exercised adversely only in exceptional circumstances, and for reasons communicated to the faculty. It is desirable that the faculty should, following such communication, have opportunity for further consideration and further transmittal of its views to the president or board." Statement on Governing of College and Universities," American Association of University Professors, American Council on Education, Association of Governing Boards of Universities and Colleges, reprinted from Winter 1966 issue of AAUP Bulletin, pp. 12-13.



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2. For action taken by the Faculty Senate, the results are subject to the referendum power of the Faculty. Hence, the Faculty shall have fundamental responsibility concerning the following:
  - a. Curriculum, including subject matter and methods of instruction;
  - b. Requirements for academic degrees, certificates, or awards;
  - c. Promotion, tenure, academic freedom, and professional responsibility of faculty personnel regarding procedure development and faculty review.<sup>2</sup>
  - d. Standards for admission and retention of students into academic programs;
  - e. Standards for classroom activities of students and general student conduct in classes;
  - f. Formulation of by-laws governing all nominations and elections provided for in the Faculty Senate Constitution, and governing such other procedures and processes as require detailed clarification.
3. Moreover, the Faculty shall have fundamental input, subject to prerogatives delineated in paragraph (2) above, concerning the following:
  - a. Input on teaching load of faculty personnel at a departmental level;
  - b. Procedures for grievances which may arise;
  - c. Representation on Committees selecting, reviewing, and/or retaining academic administrators;

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<sup>2</sup> Determinations in these matters should first be by faculty action at the departmental level through established procedures, reviewed by faculty committees at the college and university levels, with recommendations in turn by chief academic officers, and approval by the President and Board of Trustees.



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- d. Consulting regarding expenditures of funds allocated for building improvement and construction, and regarding design of said facilities;
    - e. Consultation regarding preparation of the University budget relative to expenditure of funds allocated for instructional and research areas.
  - 4. The listing of the foregoing functions shall not be construed as denying the Faculty input on other legitimate areas of concern to them.
- B. ARTICLE II: Definitions.
  - 1. Faculty. All University persons, of rank from Instructor through Professor, whose full-time duties consist of teaching, and/or a combination of teaching, research, heading an academic department, librarianship, counseling, coaching, directing special educational programs, or a combination of these shall be considered Faculty. Directors, Deans, and similar administrative persons, shall not be eligible to vote for elected Senators or to serve as elected Senators.
  - 2. College: An academic unit, headed by a dean who has basic responsibility for the employment of Faculty and the administration of curricula within a unified discipline, shall be considered an Academic College. The Division of Continuing Education, or its successor body, has its faculty composed primarily of persons holding faculty rank in other Colleges of the University and does not qualify as a College under this definition. If the Executive Committee or the Senate determines that either this Division, its successor, or any other academic unit has qualified as a College to elect Senators, its representation will be determined by the methods provided in Article III.
- C. ARTICLE III: Senators.
  - 1. The Senate shall consist of faculty members elected from the recognized colleges of the University and an at-Large Senator or Senators. The definition of faculty is given in Article II. The senatorial representation for each College shall consist of two (2) Senators plus one (1) additional Senator for each fourteen (14) members or fraction thereof in excess of 1/2 (eight or more). The at-Large Senator or Senators shall be elected from among those with



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- Faculty academic rank who are not assigned within an established college (such as Library staff with academic rank). There shall be one (1) at-Large Senator with one (1) additional Senator allocated for each succeeding fourteen (14) at-Large Faculty or fraction thereof in excess of 1/2 (eight or more).
2. Apportionment of seats among the colleges shall be based on the faculty roster in effect on the first day of classes in the quarter in which Senatorial elections are held. The Provost of the University shall provide the President of the Senate with a correct roster for this purpose.
  3. Those Faculty members shall be eligible for elections as Senators who meet the definition of Faculty in Article II.
  4. Terms of elected Senators shall be three (3) years. To insure continuity in the body, one-third (1/3) of those Senators initially elected shall serve for one (1) year, one-third (1/3) shall serve for two (2) years, and one-third (1/3) shall serve for three (3) years. No faculty person shall serve as a Senator for consecutive elected terms, but may be elected again following the lapse of one (1) academic year.
  5. Questions of eligibility of Faculty members for service as elected Senators or for the right to vote for members of the Senate shall be determined by the Executive Committee of the Senate.
  6. Elections shall be conducted according to the By-Laws of the Constitution.
  7. Senators desiring to resign shall do so in writing, and resignations shall not be effective until they have been accepted by the Executive Committee.
  8. Elected Senators may be removed from office only by a three-fourths (3/4) vote of the entire Senate. The Senator under consideration may not vote on the issue. A motion for removal shall not come to the floor of the Senate until after an investigation and report has been completed by an ad hoc committee appointed by the Senate.
  9. Senate seats vacated by resignation, incapacity, or removal shall be filled for unexpired terms according to procedures provided in the By-Laws.



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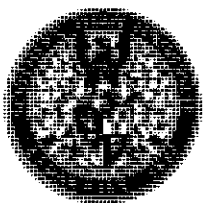
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**D. ARTICLE IV: Organization of the Senate.**

The Executive Committee of the Senate shall consist of the President of the Senate, the Vice President (President Elect) of the Senate, the Secretary of the Senate, the Treasurer of the Senate, and the Parliamentarian of the Senate, all of whom shall be voting members of the Senate. The Senate shall conduct its business through its Committees, as described in this Constitution and in the By-Laws and within the specifications contained in the By-Laws.

1. The President of the Senate shall be elected from among the membership of the Senate and shall serve a term of one year.
2. The Vice President of the Senate shall be elected from among the membership of the Senate. The Vice-President of the Senate shall serve a term of one year and then shall succeed to and assume the duties as President of the Senate the following year.
3. The Secretary of the Senate, the Treasurer of the Senate, and the Parliamentarian of the Senate shall be elected from the Senate membership and shall serve a term of one year and may be reelected.
4. The Senate Presiding Officer shall be its President. In the absence of the President, the Vice President of the Senate shall preside. In the absence of both officers, the Parliamentarian shall chair the Senate.
5. The Senate shall hold at least one (1) regular meeting at a stated time each month, September through May. In addition, special meetings shall be convened by the President of the Senate, or, in the President's absence, the Vice President of the Senate:
  - a. When requested by the President of the University.
  - b. When requested by written petition of at least ten (10) percent of the Faculty members.
  - c. When requested in writing by five (5) Senators.
  - d. When approved by the Senate during a regular meeting.



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6. Senate meetings are open except for executive sessions so provided for in the By-Laws.
7. The Executive Committee shall prepare an agenda for each meeting of the Senate, and shall furnish copies of this agenda at least four (4) days prior to the meeting to all Faculty members and designated administrators. Petition by ten (10) percent of the members of the faculty shall be sufficient to cause any matter to be placed on the agenda of the next scheduled Senate meeting provided the petition is received at least seven (7) academic days before the meeting. Matters not on the agenda may be considered by the Senate at any meeting with a consent of a majority of those Senators present.
8. Minutes of all Senate meetings shall be recorded by the Secretary and distributed to the President of the University, Executive Secretary, members of the Senate and to the University archives. Minutes shall be available for examination by any Senator or interested Faculty member. The Secretary also shall maintain a file of Senate Committee reports.
9. The President of the Senate shall make an annual written report to the President of the University and the University Faculty.
10. Meetings of the general faculty of the University may be called by the President or Vice-President of the Senate, or upon petition by one-third (1/3) of the faculty of the University, to review any action taken by the Senate or its Committees. Such petition shall specify the items to be considered.
11. Rules of procedure for the Senate and its Committees shall be set forth in the By-Laws of the Senate. Adoption of the By-Laws, or changes in the By-Laws, shall be accomplished by simple majority vote of all members of the Senate.
12. A quorum of the Senate shall be one-half (1/2) or more of its members. No motion shall carry unless it receives a simple majority of votes cast by the quorum present unless stated otherwise in this Constitution.
13. The Executive Committee of the Senate shall prepare and transmit a budget request for funds necessary to accomplish the activities of the Senate to the President of the Senate, for transmittal to the President of the University.



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**E. ARTICLE V: Amendments.**

1. Amendments to the Constitution may be initiated by written petition signed by twenty-one (21) Faculty members of the University. Such petition shall contain the exact wording of the proposed amendment. Proposed amendments shall be voted upon by the Senate, with approval of two-thirds (2/3) of the eligible voting members of the Senate necessary for approval of the amendment. Voting shall be by secret ballot. Approved amendments shall then be presented to the University Faculty for ratification. Voting by the faculty shall be by secret ballot, and a statement of the wording of the proposed amendment shall be included on the ballot. Ratification of amendments requires the affirmative vote of two-thirds (2/3) of the Faculty casting ballots and shall go into effect thirty (30) days after the completion of the vote.
2. The Board of Trustees, or its successor governing board, acting according to its regular procedures, shall retain the right to veto any amendment which has been ratified by the faculty.
3. Amendment of the By-Laws of the Senate shall be according to the procedures established by the Senate, and such procedures shall be enunciated in the By-Laws.

**F. ARTICLE VI: Adoption of the Constitution.**

This Constitution shall be considered adopted by a vote of two-thirds (2/3) of the members of the Senate and the subsequent two-thirds (2/3) vote of the entire faculty voting on the same, both of which voting procedures shall be by secret ballot, transmittal of the approved Constitution by the President of the University to the Board of Trustees, and adoption of the Constitution by the Board of Trustees according to its own procedures.