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AY 2003/2004 Constitution

Faculty Senate

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***CONSTITUTION OF THE FACULTY
OF THE UNIVERSITY OF SOUTH FLORIDA***

ARTICLE I. General Faculty

A. Membership

Membership in the general faculty of the University of South Florida shall consist of all full-time faculty members with the rank of Lecturer, Instructor, Assistant Professor, Associate Professor, Professor, Assistant Librarian, Associate Librarian, or Librarian. Department Chairs are considered to be members of the general faculty. Other administrators who hold faculty appointments are not eligible for membership if their administrative assignment is 50 percent or greater. The general faculty acts through the Faculty Senate as its elected representative body.

B. Meetings

The general faculty of the University of South Florida shall meet at least annually in the fall semester of each academic year. At this annual meeting, the President of the University shall present a general message to the faculty on the state of the University. The general faculty may meet at other times upon the call of the President of the Faculty Senate.

ARTICLE II. Faculty Senate

A. Membership

The Faculty Senate shall be composed of sixty elected members apportioned among and representing the academic colleges and the regional campuses of the University of South Florida in accordance with the apportionment criteria contained in Section B of Article II and such ex officio members as stated in this section. In establishing representation, the Faculty Senate may determine that a unit be represented that is not a recognized college.

Persons elected to the presidency of the Faculty Senate shall remain members of that body for three years following their terms as presidents. When presidents complete their elected terms as senators, they shall continue as ex officio members of the Faculty Senate for three years after the expiration of their terms as presidents, provided that they remain members of the general faculty of the University of South Florida.

The faculty chairpersons of the Graduate Council, the Research Council, the Undergraduate Council, the Library Council, the Instructional Technology Council, the Academic Computing Committee, the Commencement and Convocation Committee, the Council on Educational Policy and Issues; the Faculty Committee on Student Admissions, the Faculty Evaluation and Standards

Committee, the Governmental Relations Committee, the Honors and Awards Council, the Publications Council, and one individual representing the three Commanding Officers of the Army, Air Force and Navy ROTC programs will be members of the Faculty Senate, ex officio, if not already elected as members.

B. Apportionment

Annually prior to election, the membership of the Faculty Senate shall be apportioned equitably among the academic colleges and campuses, based on the number of members of the general faculty in each college or the members of the faculties of the campuses. This apportionment shall be reviewed by the Faculty Senate, subject to the approval of the President of the University. Each college, campus, or unit shall have at least one representative.

C. Elections

1. Eligibility for election to Senate. Members of the general faculty eligible to be elected to the Faculty Senate shall be full-time members of the general faculty holding the rank of Assistant Professor, Associate Professor, Professor, Assistant Librarian, Associate Librarian, or Librarian.
2. Eligibility for participation in elections. Each member of the general faculty is eligible to vote in the election of the faculty senators from the academic college/campus/unit of which he/she is a member. If a faculty member has duties in more than one college/campus/unit, the faculty member shall be counted in the college/campus/unit in which the major portion of his/her salary is budgeted. If a faculty member is budgeted for an equal portion in more than one college/campus/unit, the faculty member may choose the college/campus/unit in which to be included.
3. Campuses. The general faculty of the campuses eligible to participate in the election and to be elected to the Faculty Senate as representatives of that unit are those who shall teach or be assigned other duties on the campuses equivalent to more than one-half of their total load at the time of apportionment of the Faculty Senate.
4. Terms. The term of each Senate seat shall be three years, beginning the first day of the fall semester following the annual election. A person may seek re-election for a second three year-term after which a period of one year must elapse before a member of the faculty may be re-elected to the Faculty Senate.
5. Vacancies. In the event a senator elected to the Faculty Senate resigns or is otherwise unable to serve for a period of more than two semesters during the senator's term of office, the seat held by the senator shall be declared vacant in the manner provided in the *Bylaws*. An alternate shall be selected, in accordance with the *Bylaws*, to serve until election of a successor.

6. Absences. If a senator is to be absent for more than one academic semester, an alternate shall be selected in accordance with the *Bylaws*. The elected senator shall resume his/her seat for the balance of his/her term upon his/her return.
7. Time of Election. An annual election shall be held in Semester II of each year.

D. Officers

The Faculty Senate shall have a President, Vice President, Secretary, and Sergeant-at-Arms, and Senator-at-Large elected by the members of the body from among the elected senators. The Parliamentarian shall be chosen by the President of the Faculty Senate from among the Senate membership.

ARTICLE III. Jurisdiction

A. Responsibilities

The Faculty Senate operates according to principles of shared governance. The Senate serves as the main channel of communication between faculty members and the central administration of the University. The Senate constitutes the principal advisory body to the President and Provost of the University and has the responsibility to review and make recommendations to them concerning decisions of the University on all matters pertaining to the welfare of the University, focusing particularly on those related to the academic mission. Senators shall report regularly to their constituencies.

The Senate may discuss and take a position on any subject of University concern, and may initiate policies on these matters to the President, either directly or through its committees. The Senate appoints faculty members to serve on the University-wide committees as well as Faculty Senate committees; these committees carry out much of the work of the Senate. Faculty members are afforded an opportunity each year to volunteer for committee service. The Senate will have a significant role in the appointment of academic administrators, as well as the periodic performance reviews of such administrators.

B. Receiving Reports

The Faculty Senate shall receive such reports as are presented to it by the President of the University, Provost, and vice presidents, Senate standing and ad hoc committees, and university-wide committees and councils. The Faculty Senate has the final responsibility to review reports and recommendations from university-wide committees and councils to the President of the University and vice presidents, particularly when these recommendations effect wide-range changes in the academic division of the University.

ARTICLE IV. Committees

A. Senate Committees

1. Executive Committee

The Executive Committee of the Faculty Senate advises the President of the Senate, meets with the President of the Faculty Senate and also the President of the University and the Provost on a regular basis, and assists the President of the Faculty Senate in determining the agenda for Senate meetings. The membership of the Executive Committee is as specified in the *Bylaws*.

2. Standing Committees

There shall be standing committees of the Faculty Senate to expedite the efficient functioning of the Senate and its affairs. Committees and membership selection shall be made in accordance with the *Bylaws*.

3. Ad Hoc Committees

The Faculty Senate may establish ad hoc committees as needed, members to be appointed by the Senate President.

B. University-Wide Committees and Councils

The Faculty Senate is the highest faculty body and the parent body for all university committees and councils and thus serves as the focal point for the committees and councils in faculty governance.

1. Membership

The Faculty Senate each year shall nominate candidates for the membership of each university-wide committee. Membership selection from among nominees shall be made in accordance with the *Bylaws*.

2. Standing Committees and Councils

Standing committees and councils of the University and Senate as specified in the *Bylaws* shall have jurisdiction under the Faculty Senate. The Senate may review and amend, at its discretion, reports and recommendations from these committees and councils.

ARTICLE V. Meetings

- A. The Faculty Senate shall meet in regular session each month during both semesters and as necessary during the summer term.

- B. The President of the Senate may call a special meeting whenever he or she deems it necessary and shall call meetings at the request of the Executive Committee, the President of the University, the Provost or shall call meetings at the written request of five voting members of the Senate.
- C. All meetings of the Faculty Senate shall be open to members of the university community. The President of the University, Provost, and vice presidents shall be extended privileges of the floor upon request; other non-members may be granted privileges of the floor upon written request or upon the invitation of the President of the Faculty Senate.
- D. Minutes of the meetings of the Faculty Senate shall be available to all members of the faculty of the University and to the university community at large.

ARTICLE VI. Amendments

- A. Amendments to this *Faculty Constitution* may be proposed either through written petition from twenty-five members of the general faculty, through written petition by five faculty senators, or by a motion brought forward from the Senate Executive Committee.
- B. All amendments to this *Constitution* must be approved by the affirmative vote of two-thirds of the members of the Faculty Senate present and voting at a meeting with a quorum. Such amendments must be ratified by a majority of the general faculty voting and by the President of the University.

ARTICLE VII. Compliance

The provisions of this *Constitution* shall not be construed in any manner so as to conflict with the laws of the State of Florida, the policies of the Board of Trustees, or policies of the Board of Trustees or contractual agreements between the Board of Trustees and bargaining agents.

Date of last amendment: 03/28/96; 2/18/04