3.2. Composition of the Academic Council

3.2.1. Composition of the Academic Council

3.2.1.1. The Academic Council shall be composed of:
- members of the Faculty Senate,
- the Appointed Council, all faculty serving as Chairpersons of College Advisory Committees, the Chairperson of Athletic Council,
- members of the Associated Students of Michigan State University (ASMSU) as defined by 3.2.4.1.,
- members of the Council of Graduate Students (COGS) as defined by 3.2.4.2.,
- designated members of Academic Council - Chairpersons of University-level Standing Committees, the Executive Committee - The Steering Committee, the President, the Provost, and designated ex officio members.

3.2.1.1.1. The Faculty Council, as described in 3.3., shall sit on the University Council.
- faculty representatives from the colleges,
- faculty Chairpersons of University Standing Committees,
- faculty representatives from the non-college faculty,
- and the faculty members of the Executive Steering Committee, the President, and the Provost.

3.2.1.1.2. The Appointed Council shall be composed of all Deans of academic programs: MSU Colleges (Dean’s Council), the Dean of the Honors College, Dean of the Graduate School, Dean of International Studies and Programs, and the directors of the Libraries and National Superconducting Cyclotron Laboratory, the President, and the Provost.

3.2.1.1.3. The Associated Students of Michigan State University shall be composed of student, faculty, and administrative representatives according to the constitution of ASMSU.

3.2.1.1.4. The Council of Graduate Students shall be composed of students according to the constitution of COGS.

3.2.1.1.5. The University Academic Council shall have the following ex officio members: Vice President for Student Affairs and Services; Vice President for Research and Graduate Studies; Vice Provost for Libraries, Computing and Technology; Associate Provost for University Outreach and Engagement, Senior Associate Provost; Associate Provost and Associate
3.2.2. Chairperson and Vice Chairperson of University Council

3.2.2.1. The Chairperson of University Council is the President of Michigan State University. The Chairperson will preside at all meetings of University Council.

3.2.2.2. The Vice Chairperson of University Council is the Provost of Michigan State University. The Vice Chairperson will preside at all meeting of University Council for which the Chairperson is not in attendance.

3.2.3. Voting Members of the Academic University Council

3.2.3.1. The voting members of Academic University Council shall be the faculty representatives as defined in 1.1.2.4. and 1.1.2.5., student representatives, designated members of Academic Council University-level Standing Committees, voting members of the Executive The Steering Committee, and the Appointed Council members (3.2.1.1.2), Deans of academic programs, Dean of the Graduate School, Dean of International Studies and Programs, Dean of the Honors College and the Director of the Libraries.

3.2.3.2. The voting members of the Faculty Senate Council shall be the elected faculty representatives as defined in 1.1.2.4. and 1.1.2.5. and voting faculty members of The Executive Steering Committee.

3.2.3.3. The voting members of the Academic Assembly and the Student Assembly of the Associated Students of Michigan State University shall be determined by the constitution of ASMSU and shall serve on the Academic University Council according to 3.2.4.1.

3.2.3.4. The voting members of the Council of Graduate Students shall be determined by the constitution of COGS and shall serve on the Academic University Council according to 3.2.4.2.
3.2.3—Elected Faculty Representatives (Moved to 3.3.12.)

3.2.3.1 Each college shall have at least two representatives. Each college shall have one additional representative for every fifty voting faculty, as defined in 1.1.2.1., in excess of fifty. Each college with three or more representatives shall have at least one non-tenured faculty member among its representatives.

3.2.3.2 For purposes of determining the number of elected representatives on the Faculty Council Senate to which a college is entitled, the number of voting faculty shall be the number of regular faculty in the college for which a unit of the college has primary responsibility for initiating personnel actions.

3.2.3.3 Each college's faculty representatives shall be elected at-large during the spring semester by mailed ballot supervised by the College Advisory Council (2.2.5.). A department or school may not have more than one representative unless the college's departments are so few that such a limitation would reduce the college's representatives to the Council as determined by 3.2.3.1. Nomination procedures shall be specified in college bylaws.

3.2.3.4 All regular faculty members of the University who are not represented through colleges (non-college faculty) or who are not otherwise named in the membership of the Faculty Council Senate shall have representation as specified for colleges in 3.2.3.1 and 3.2.3.2. The Secretary for Academic Governance shall supervise nomination procedures.

3.2.3.5 The methods of election of representatives for non-college faculty and those colleges which are not departmentally organized shall be similar to those prescribed for departmentally organized colleges and shall assure representation of the diverse academic interests.

3.2.3.6 The term of office of an elected faculty representative shall be two years and shall begin August 16. No individual may serve more than two consecutive terms from the same constituency. Representatives of each college shall serve staggered terms.

3.2.3.7 If for any reason an elected faculty representative is unable to serve for a period of one academic semester or more, a replacement shall be named by the College Advisory Council as provided by college bylaws. The non-college faculty shall establish procedures for this purpose in cooperation with the Secretary for Academic Governance.
3.2.4. Student Representatives

3.2.4.1. The Academic Assembly of ASMSU shall select a number of undergraduate student representatives to the Academic University Council equal to one-third (1/3) of the total voting membership of the body. Representatives shall be rounded to the nearest integer. The overall selection shall insure balanced collegiate representation. The Student Assembly of ASMSU shall select no more than three (3) representatives to serve on the Academic University Council.

3.2.4.1.1. Undergraduate student representatives to the Academic University Council shall be chosen according to procedures established by the constitution of ASMSU and shall be chosen such that the diversity of the delegation is ensured.

3.2.4.2. Graduate Student Representatives: The Council of Graduate Students shall select a number of graduate representatives equal to three-fiftieths (3/50) of the total voting membership of the body. Representation shall be rounded to the nearest integer. No more than one representative may be from one department, with consideration being given to University-wide representation insofar as possible.

3.2.4.2.1. Graduate student representatives to the Academic University Council shall be chosen according to procedures established by the constitution of COGS and shall be chosen such that the diversity of the delegation is ensured.

3.2.5. Functions of Academic University Council

3.2.5.1. The University Council brings together faculty, student, and administration representatives to discuss issues that involve the entire university. While input may be sought from University Council by Faculty Senate on proposals regarding curricular issues, academic program issues, faculty tenure and promotion issues, and faculty salary and benefits issues, the primary focus of discussion in University Council is on other issues that are not the core responsibility of the Faculty Senate.

3.2.5.2. The Academic University Council shall consider and act upon all matters within its purview brought before it by The Executive Steering Committee, shall consider and act upon all matters brought before it by the President or Provost, and shall provide a forum for the dissemination of information and exchange of views regarding University policy.

3.2.5.3. The Academic University Council shall participate in all major
issues relating to educational policy. The mode of participation shall be that which is specified on the matter in the ascription of functions to Academic Council University-level Standing Committees (4.3. - 4.9.).

3.2.5.4. The University Council’s role is to develop and communicate a campus wide consensus on key issues facing MSU.

3.2.5.4.3.2.5.5. The University Council may refer items to the Academic Assembly for consideration by the entire MSU Faculty.

3.2.5.6. The Academic University Council may consult on any other matter pertaining to the general welfare of the University.

3.2.5.7. The Academic University Council shall develop procedures acceptable to the Board of Trustees for the participation of faculty and students in the selection of the President.

3.2.5.8. The Academic University Council shall develop procedures acceptable to the President for the participation of faculty and students in the selection of administrators of University level units which determine policies significantly affecting the academic programs of the University.

3.2.5.8.1. This shall include the Provost, the Vice President for Research and Graduate Studies, the Vice President for Student Affairs and Services, the Dean of The Graduate School, the Dean of International Studies and Programs, the Assistant Provost for University Outreach and Engagement, the Director of Libraries, and the Dean of the Honors College.

3.2.5.9. Within the constraints of the constitutional authority of the Board of Trustees, the Academic University Council shall be the final authority with regard to the interpretation of these Bylaws (4.3.4.).

3.2.5.10. The University Council may propose by majority vote, changes in the Bylaws for Academic Governance, which then must be referred for endorsement or rejection by Academic Assembly.

3.2.6. University-level Standing Committees Reporting to University Council

3.2.6.1. University-level standing committees, which deal predominantly with issues other than the curriculum and those dealing predominantly with issues of faculty life (tenure and promotion, salary, benefits) report to University Council including the University Committee on Student Affairs, the University Committee on Undergraduate Academic Policy, the
University Committee on Graduate Studies, and the University Committee on Academic Governance.

3.2.7. Procedures of the University Council, Faculty Council Senate, the Council of Graduate Students, and the Associated Students of Michigan State University

3.2.7.1. The President or, in his or her absence, the Provost shall preside at meetings of the University Council. The Secretary for Academic Governance shall be secretary of the University Council and shall serve as a non-voting ex officio member of the University Council.

3.2.7.2. The University Council shall meet at least once each month during the academic year and more often at the call of the President or The Executive Steering Committee (3.3.2.6.). The agenda shall be prepared by The Executive Steering Committee. The meetings of the University Council shall be open. Observers shall be seated separately.

3.2.7.3. A quorum for conducting the business of the University Council is 50% plus 1.

3.2.7.4. On all recommendations concerning major academic policies, a standing committee report or a brief summary thereof as compiled by the committee chairperson, shall be published in the MSU News-Bulletin made publicly available at the time it is submitted to the University Council for information.

3.2.6.4. The President or, in his or her absence, the Provost shall preside at meetings of the Faculty Council. The Secretary for Academic Governance shall be the secretary of the Faculty Council and shall serve as a non-voting ex officio member of Faculty Council.

3.2.6.5. The Faculty Council shall meet at regular intervals. Meetings shall be called by the President or the Provost in consultation with the Executive Committee. The agenda shall be prepared by faculty members of Executive Committee.

3.2.6.6. The Faculty Council, the Appointed Council, the Academic Assembly of ASMSU, or COGS may by a majority vote of those present and voting refer matters to the Academic Council. Such
recommendations shall be placed on the agenda of Academic Council by the Executive Committee.

3.2.7.5. The Faculty Council, Senate ASMSU, COGS, and the Academic University Council shall establish their own rules and procedures. Minutes of each of these Councils' bodies shall be distributed to all members of the University Academic Council and to all academic unit offices. Individual faculty may receive copies of such minutes on a regular basis upon written request to the Secretary for Academic Governance.

3.2.7. Functions of the Faculty Council (Moved to 3.3.1.2.)

3.2.7.1. The Faculty Council shall approve all recommendations regarding faculty rights and responsibilities and grievance procedures and any amendment of 2.1.4.9 and 2.2 of Academic Freedom for Students at Michigan State University prior to their consideration by Academic Council and shall consider and act upon all matters brought before it by the President or Provost.

3.2.7.2. On any matter brought before the Faculty Council the mode of participation shall be that which is specified on the matter in the ascription of functions to Academic Council Standing Committees (4.3. - 4.9.).

3.2.8. Functions of the Academic Assembly of ASMSU

3.2.8.1. The Academic Assembly of ASMSU shall consider and act upon all recommendations regarding student academic rights and responsibilities and judicial procedures and any amendment or revision of Academic Freedom for Students at Michigan State University and General Student Regulations prior to their consideration by Academic University Council, on all matters brought before it by the President, the Provost, or Vice President for Student Affairs and Services, and all matters as determined by its constitution.

3.2.8.2. On any matter brought before the Academic Assembly of ASMSU the mode of participation shall be that which is specified on the matter in the ascription of functions to Academic University-level Council Standing Committees (4.3. - 4.9.).

3.2.9. Functions of the Council of Graduate Students

3.2.9.1. The Council of Graduate Students shall consider and act upon all recommendations regarding student academic rights and responsibilities and judicial procedures, on any amendment or revision of
3.2.9.2. On any matter brought before the Council of Graduate Students the mode of participation shall be that which is specified on the matter in the ascription of functions to Academic-University-level Council Standing Committees (4.3. - 4.9.).

3.3. THE FACULTY SENATE

3.3.1 Composition of the Faculty Senate

3.3.1.1 The first contingent of voting members of the Faculty Senate is selected by the direct election of faculty representatives from each MSU college. College elections of faculty representative will be carried out by the College Advisory Committees in each MSU college (see also 3.2.1.1.1.). Oversight of the election processes will be a function of the Secretary of Academic Governance.

3.3.1.2. Elected Faculty Representatives

3.3.1.1.1 Each college shall have at least two representatives. Each college shall have one additional representative for every fifty voting faculty, as defined in 1.1.2.1., in excess of fifty. Each college with three or more representatives shall have at least one non-tenured faculty member among its representatives.

3.3.1.1.2. For purposes of determining the number of elected representatives on the Faculty Council Senate to which a college is entitled, the number of voting faculty shall be the number of regular faculty in the college for which a unit of the college has primary responsibility for initiating personnel actions.

3.3.1.1.3. Each college's faculty representatives shall be elected at large during the spring semester by mailed ballot supervised by the College Advisory Council (2.2.5.). A department or school may not have more than one representative unless the college's departments are so few that such a limitation would reduce the college's
representatives to the Council as determined by 3.1.1.1. Nomination procedures shall be specified in college bylaws.

3.3.1.4. All regular faculty members of the University who are not represented through colleges (non-college faculty) or who are not otherwise named in the membership of the Faculty Council Senate shall have representation as specified for colleges in 3.2.3.1 and 3.2.3.2. The Secretary for Academic Governance shall supervise nomination procedures.

3.3.1.5. The methods of election of representatives for non-college faculty and those colleges which are not departmentally organized shall be similar to those prescribed for departmentally organized colleges and shall assure representation of the diverse academic interests.

3.3.1.6. The term of office of an elected faculty representative shall be two years and shall begin August 16. No individual may serve more than two consecutive terms from the same constituency. Representatives of each college shall serve staggered terms.

3.3.1.7. If for any reason an elected faculty representative is unable to serve for a period of one academic semester or more, a replacement shall be named by the College Advisory Council as provided by college bylaws. The non-college faculty shall establish procedures for this purpose in cooperation with the Secretary for Academic Governance.

3.3.2.2 The second contingent of voting members of the Faculty Senate consists of the At Large Faculty Representatives who sit on The Steering Committee.

3.3.2.3 The third contingent of voting members of the Faculty Senate consists of the individuals who sit as Chairpersons of the University-level standing committees of academic governance.

3.3.2.4 One Emeriti Faculty representative will serve ex-officio with voice but no vote.

3.3.2.5 The Chairperson of the Faculty Senate will be selected from a slate made up of the At Large Faculty Representatives sitting on
The Steering Committee. Voting will be conducted by all voting members of the Faculty Senate. The At Large members receiving the two highest vote totals will constitute the final slate. Voting will be conducted again, and the At Large member receiving the majority of the votes will be declared the Chairperson of the Faculty Senate and the other candidate with the lesser number of votes will be declared the Vice-Chairperson. The Chairperson of Faculty Senate also serves as the Chairperson of The Steering Committee and as the Chairperson of the Academic Assembly. The Vice-Chairperson of the Faculty Senate also serves and the Vice Chairperson of The Steering Committee and as the Vice Chairperson of the Academic Assembly.

3.3.3 Quorum for Faculty Senate Meetings

3.3.3.1 A quorum for conducting the business of the Faculty Senate is 50% of the voting membership plus 1.

3.3.4 Functions of the Faculty Senate

3.3.4.1 Faculty Senate is a deliberative, representative, and legislative body for MSU Faculty. As such, Faculty Senate is the major, regularly meeting body in which curricular issues, academic program issues, faculty tenure and promotion issues, and faculty salary and benefits issues are presented. While input may be sought from the University Council on appropriate issues, Faculty Senate will form and communicate a consensus view of the MSU Faculty on these issues.

3.3.4.2 Faculty Senate acts on issues brought to it by the Steering committee.

3.3.4.3 Faculty Senate makes recommendations, provides advice, and speaks for MSU Faculty on proposals developed in the University-level standing committees of academic governance.

3.3.4.4 Faculty Senate discusses issues brought to it by individual faculty, students, college advisory committees, and by administrators and communicates a consensus position on behalf of all MSU Faculty.

3.3.4.5 Faculty Senate will seek broad faculty input on major initiatives before the university community.

3.3.4.6 Faculty Senate obtains and synthesizes the opinion of the faculty to form consensus recommendations on key issues facing the University, and communicate those recommendations to MSU
Administration and (where appropriate) to the MSU Board of Trustees.

3.3.4.7 Members of Faculty Senate have the responsibility to act as a conduit for their constituents on issues that should be considered by the governance system.

3.3.4.8 Faculty Senate may refer items to the Academic Assembly for consideration by the entire MSU Faculty as a committee of the whole.

3.3.4.9 Faculty Senate may propose by majority vote changes in the MSU Bylaws for Academic Governance, which then must be referred for endorsement or rejection by Academic Assembly.

3.3.5 University-level Standing Committees Reporting to Faculty Senate

3.3.5.1 University-level standing committees which deal with issues of the curriculum and academic programs, and those dealing predominantly with issues of faculty life (tenure and promotion, salary, benefits) report to Faculty Senate.

3.3.5.2 University Committee on Faculty Affairs will report to Faculty Senate. In order to obtain feedback from the entire University community, at its discretion, UCFA may request an appearance before University Council.

3.3.5.3 University Committee on Faculty Tenure will report to Faculty Senate. In order to obtain feedback from the entire University community, at its discretion, UCFT may request an appearance before University Council.

3.3.5.4 University Committee on Curriculum will report to Faculty Senate. In order to obtain feedback from the entire University community, at its discretion, UCC may request an appearance before University Council.

3.3.6 University-level Standing Committees Reporting to Faculty Senate in exceptional situations

3.3.6.1 University Committee on Student Affairs will report primarily to University Council. An exceptional situation occurs when UCSA deals with issues that affect professional rights and responsibilities of faculty (as the Faculty Senate interprets these rights and
responsibilities). In this situation, recommendations from UCSA must be approved by Faculty Senate before consideration by University Council.

3.3.6.2 University Committee on Undergraduate Academic Policy will report primarily to University Council. An exceptional situation can occur when UCUAP deals with issues that relate to establishment, disbandment, or merger of undergraduate academic programs. In this case UCUAP must report to Faculty Senate.

3.3.6.3 University Committee on Graduate Studies will report primarily to the University Council. An exceptional situation can occur when UCGS deals with issues that relate to establishment, disbandment, or merger of graduate or graduate-professional academic programs. In this case UCGS must report to Faculty Senate.

3.3.7 Faculty Senate Agendas will be set by The Steering Committee. Each meeting agenda will include an item allowing new business to be introduced from the floor.