

## THE FACULTY SENATE (By-Laws for Academic Governance Section 3.3)

### 3.3.1 Composition of the Faculty Senate

3.3.1.1. The first contingent of voting members of the Faculty Senate will be composed of faculty representatives from each college at the University. The College Advisory Committee in each college will conduct the election of that college's representatives. The Secretary of Academic Governance will oversee the elections.

#### 3.3.1.2. Elected Faculty Representatives

3.3.1.2.1 Each college shall have at least two representatives, one of whom will be the Chairperson of the College Advisory Committee (or designee). Each college shall have one additional representative for every fifty voting faculty (1.1.2.1.), not to exceed five total representatives. Each college with three or more representatives shall have at least one non-tenured faculty member among its representatives.

3.3.1.2.2. For purposes of determining the number of elected representatives on the Faculty Senate to which a college is entitled, the number of voting faculty (1.1.2.1.), shall be the total number of faculty for whom the academic units in the college has primary responsibility for initiating personnel actions (1.1.2.3.).

3.3.1.2.3. Each college's faculty representatives shall be elected at-large during the spring semester by ballot supervised by the College Advisory Committee. 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 Faculty Senate as determined by 3.1.1.1. Nomination procedures shall be stated in college bylaws.

3.3.1.2.4. 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 Senate shall have representation as specified for colleges in 3.3.1.2.2. and 3.3.1.2.3. The Secretary for Academic Governance shall supervise nomination procedures.

3.3.1.2.5. 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.

3.3.1.2.6. 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 or unit shall serve staggered terms.

3.3.1.2.7. 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 selected by the relevant College Advisory Committee, as provided by college bylaws. The non-college faculty shall establish procedures for this purpose in cooperation with the Secretary for Academic Governance.

3.3.1.3. The second contingent of voting members of the Faculty Senate consists of the At-Large Faculty Representatives who are members of The Steering Committee.

3.3.1.4. The third contingent of voting members of the Faculty Senate consists of the individuals who sit as Chairpersons of the University-level Standing Committees.

3.3.1.5. The President, the Provost, one elected member from ASMSU, one elected member from COGS, and the Chairperson of the Athletic Council (or the Chairperson's designee) will serve as ex officio members of the Faculty Senate, with voice, but no vote.

3.3.1.6. One representative of the faculty emeriti will serve as an ex officio member of the Faculty Senate, with voice, but no vote.

3.3.1.7. The Secretary for Academic Governance shall be the Secretary of the Faculty Senate and shall serve as a non-voting ex officio member of the Faculty Senate.

### 3.3.2. Chairperson of the Faculty Senate

3.3.2.1. The Chairperson of the Faculty Senate will be selected by all voting members of the Faculty Senate from a slate made up of the At-Large Faculty Representatives sitting on The Steering Committee. 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 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 Congress. The Vice Chairperson of the Faculty Senate also serves as the Vice Chairperson of The Steering Committee and as the Vice Chairperson of the Academic Congress.

3.3.2.2. The Chairperson of the Faculty Senate will preside at meetings of the Faculty Senate. In the absence of the Chairperson, the Vice Chairperson will preside.

### 3.3.3. Quorum for Faculty Senate Meetings

3.3.3.1. The quorum for conducting the business of the Faculty Senate is 50% of its voting membership plus one.

### 3.3.4. Functions of the Faculty Senate

3.3.4.1. The Faculty Senate is a deliberative, representative, and legislative body for Michigan State University faculty. As such, the Faculty Senate is the major, regularly meeting body in which curricular issues, faculty tenure and promotion issues, and faculty salary and benefits issues are presented. Input may be sought

from the University Council on appropriate issues. The Faculty Senate's role is to communicate its position to the administration on these issues.

3.3.4.2. The Faculty Senate acts on issues referred to it by The Steering Committee.

3.3.4.3. The Faculty Senate makes recommendations, provides advice, and speaks for University faculty on proposals developed in the University-level Standing Committees.

3.3.4.4. The Faculty Senate discusses issues brought to it by faculty, students, college advisory committees, and administrators and communicates its position on these issues on behalf of all University faculty.

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

3.3.4.6. The Faculty Senate obtains and synthesizes the opinion of the faculty to form recommendations on key issues facing the University, and communicates those recommendations to the President and the Provost.

3.3.4.7. Members of the Faculty Senate have the responsibility to represent their constituents on issues that should be considered by the governance system.

3.3.4.8. The Faculty Senate may refer items to the Academic Congress for its consideration.

3.3.4.9. The Faculty Senate may propose changes in these Bylaws. Bylaw changes approved by the Faculty Senate may be submitted to the University Committee on Academic Governance or may be introduced to the University Council directly by a member of the University Council. The Board of Trustees must approve Bylaw changes.

3.3.4.10. The University Council will consult with the Faculty Senate before it approves any amendments to those sections of the Academic Freedom for Students at Michigan State University that set forth the role of the faculty in the instructional process.

3.3.4.11. On any matter brought before the Faculty Senate, the mode of participation shall be that which is specified on the matter in the ascription of functions to University-level Standing Committees (4.3.-4.9.).

### 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 predominantly with issues of faculty life (e.g., tenure and promotion, salary, benefits) report to the Faculty Senate.

3.3.5.2. The University Committee on Faculty Affairs (UCFA) will report to the Faculty Senate. UCFA may request an opportunity for its representatives to appear before University Council in order to obtain feedback from the entire University community.

3.3.5.3. The University Committee on Faculty Tenure (UCFT) will report to the Faculty Senate. UCFT may request an opportunity for its representatives to appear before University Council in order to obtain feedback from the entire University community.

3.3.5.4. University Committee on Curriculum (UCC) will report to the Faculty Senate. UCC may request an opportunity for its representatives to appear before University Council in order to obtain feedback from the entire University community.

3.3.6. University-level Standing Committees Reporting to Faculty Senate in Exceptional Situations

3.3.6.1. The University Committee on Student Affairs (UCSA) will report to the University Council, provided that recommendations by UCSA that affect professional rights and responsibilities of faculty must be approved by the Faculty Senate before consideration by the University Council.

3.3.6.2. The University Committee on Undergraduate Education (UCUE) will report to the University Council, provided that on issues of establishment, moratorium, discontinuance, and merger of programs, the University Council and the Faculty Senate will be informed of UCUE's consultation with the Provost.

3.3.6.3. The University Committee on Graduate Studies (UCGS) will report to the University Council, provided that on issues of establishment, moratorium, discontinuance, and merger of programs, the University Council and the Faculty Senate will be informed of UCGS's consultation with the Provost.

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