

CHICAGO STATE UNIVERSITY CONSTITUTION OF THE FACULTY SENATE

The Constitution of the Faculty Senate shall provide a means for the faculty to discharge its responsibilities with respect to University governance and the development of policies affecting the welfare of the University.

ARTICLE I PURPOSE

All matters affecting the academic functions of the University and the general welfare of the University are necessary concerns of the Senate. Except where otherwise specified in the latest edition of the Illinois Compiled Statutes, or the Governing Policies and Regulations of the Board of Trustees, or any Agreement between the University and the University Professionals of Illinois, the Senate may initiate and consider matters affecting said welfare. In particular, the Senate shall focus on, but not be limited to such academic concerns as admissions, academic standards, curriculum and evolving programs. In the pursuit of shared governance, the Senate believes that faculty possess primary responsibility and authority for reaching decisions in our areas of expertise, namely, curriculum, subject matter and methods of instruction, research, faculty status, and those aspects of student life which relate to the educational process.

To accomplish these goals, the Senate shall:

- 1) Develop and recommend policies for continuous curricular development and improvement,
- 2) Develop and recommend policies for use and integration of technology
- 3) Develop and recommend policies for the library and the acquisition or use of various learning aids,
- 4) Develop and recommend policies to be employed in the effective recruitment and selection of academic personnel,
- 5) Develop and recommend policies in connection with all intercollegiate programs,
- 6) Develop and recommend policies in the area of student academic advisement, counseling, and general student welfare,
- 7) Develop and recommend policies dealing with recruitment, admission, retention, and graduation standards for undergraduate and graduate students,
- 8) Participate in the selection of Faculty Senate committees,
- 9) Participate in the formation plans for developing and utilizing the physical facilities of the University,
- 10) Monitoring and evaluation of University adherence to generally accepted principles of shared governance,
- 11) Provide for Faculty Senate representation in the preparation of University budgets,
- 12) Participate in selection of faculty members to university-wide committees

13) Participate in discussion and make recommendations on any subject which affects the

- a) A duly elected Senator who is assigned primary duties as an Acting Chair may continue service as a senator for no more than one academic year.
 - b) Departments are encouraged to hold a new election as soon as possible to replace A Senator with reassigned primary duties.
- 2) Only faculty as described in Article II, Section 1 are eligible to vote for the election of Senators and in other elections conducted by the Faculty Senate.

ARTICLE IV OFFICERS

- 1) The Executive Office of the Senate shall consist of President, Vice President, Recording Secretary, and Corresponding Secretary.
- 2) The Executive Committee of the Senate shall also consist of the President, Vice President, Recording Secretary, and Corresponding Secretary.
- 3) The Executive Committee of Faculty Senate shall ensure that a reapportionment review of the Faculty Senate be conducted by the Rules and Operations Committee every three (3) years. See Appendix A in the Faculty Senate By-Laws for a list of departments.
- 4) Vacancies in the Executive Office of the Faculty Senate shall be filled by election at a subsequent Faculty Senate meeting following the vacancy.
- 5) Until an election has been conducted, the longest serving senators (who may seek the vacated positions in the upcoming election) will fulfill the functions of the vacated positions until an election can be conducted by the Rules and Operations Committee.
- 6) Upon the written request by more that 33% of the members of the Faculty Senate for the remov

- c) by the President of the University.

ARTICLE VIII PARLIAMENTARY AUTHORITY

- 1) The most current edition of Robert's Rules of Order shall govern the meetings of the Senate and its committees in all cases to which they are applicable, and in which they are not inconsistent with this Constitution, the Bylaws, and any special rules of order the Faculty Senate or its committees may adopt.
- 2) In August of each academic year ahead of the first meeting, the Rules and Operations will call for a vote to select a faculty member who is not a Senator to serve in the role of Parliamentarian to advise on rules and matters of procedure.
 - a) The Faculty Senate shall abide by all rulings of the Parliamentarian on rules of order
 - b) The Parliamentarian shall act as facilitator for the bylaws, manage meetings, and mentor all members of the Faculty Senate on parliamentary procedures.

ARTICLE IX AMENDMENTS TO THE CONSTITUTION

- 1) Proposed amendments shall be presented in writing to Faculty Senate at least two weeks in advance of a scheduled meeting.

- 2) The President of the Faculty Senate or another designated member of the Executive Committee shall serve as a faculty representative to the Provost and to the President of the University.
 - a) Meetings shall occur between the President of Faculty Senate and the Provost on a regular basis.
 - b) Meetings shall occur between the President of Faculty Senate and the President of the University on a regular basis.
 - c) This service includes attending Provost's Council and President's Executive Committee and reporting to the Senate on matters appropriate for the Senate's consideration or review.

ARTICLE III AMENDMENTS

- 1) Amendments to the Bylaws may be presented in writing by any member of the Senate with the written support of not less than 50%+ 1 of the Senate census number for the academic year.
- 2) The Senate shall act on the proposed amendment at the next regular meeting following the one at which the amendment was presented.
- 3) Amendments to the Bylaws shall be effective upon approval by at least 66% of the total membership of the Senate.

ARTICLE IV SENATE COMMITTEES

- 1) The Faculty Senate may create such standing to exercise its powers and responsibilities.
- 2) An Ad Hoc Committee may form up to 2 years though they are typically required to report to each meeting their progress and their scope has a singular and focused purpose
- 3) The Faculty Senate shall determine the powers, duties, and organization of each committee in concert with Constitution and ByLaws and approved bylaws of each committee.
- 4) Each elected senator shall serve on a Senate committee.
- 5) The general functions of all Senate committees shall be to:
 - a) Submit bylaws to the Rules and Operations Committee for approval.
 - b) Develop recommendations for consideration by the Faculty Senate and review University policies and their administration.
 - c) Serve in an advisory capacity on faculty matters to administrative personnel, including the President of the University, upon request.
 - d) Shall keep written minutes of all meetings. Minutes must be submitted to the Faculty Senate designated archives.

- e) Report proposals referred by the Faculty Senate in that committee's official minutes.
 - i) The standing committee of the Senate shall indicate its response via

- (1) Each committee should attempt to include a representative from each college.
- (2) Each committee shall include at least one member of the Faculty Senate.
- (3) Each committee should include the appropriate administrative officer. This designated representative shall serve without voting privileges.
- (4) Each committee shall elect its own Chair and Secretary.
- (5) The term of office for members of the standing committees shall be no more than three (3) years with committee members eligible for reappointment.

9) Functions of Committees

- a) The Academic & Student Affairs Committee shall develop and recommend policies concerning admissions, retention, student support and other curricular functions not covered by other Senate committees.
- b) The Board of Athletic Advisers shall:
 - i) Develop and recommend athletic policies and advise the Director of Athletics regarding the administration of such policies,
 - ii) Monitor compliance with academic and other standards set down by the University or any other governing body as pertains to student athletics,
 - (1) Promote the use of athletic facilities,
 - (2) Make recommendations to the Senate regarding the appointment of the Faculty Athletics Representative.
- c) The Buildings and Grounds Committee shall:
 - i) Recommend policy concerning construction, maintenance, safety, and space utilization of University structures,
 - ii) Advise the Senate regarding campus development,
- d) The University Curriculum Coordinating Committee shall:
 - i) Make recommendations to the Faculty Senate and other appropriate bodies where required regarding the change, addition or deletion of academic program requirements for all academic majors, minors, options, or certificate programs offered by the University,
 - ii) Advise the Senate regarding curriculum matters.
- e) The Executive Committee shall:

- i) Coordinate the membership of Senate Committees.
 - ii) Act for the Faculty Senate between regular meetings and report such actions to the Faculty Senate for action at the discretion of the body in accordance with the Senate Constitution Article IV, Section 8.
 - iii) Maintain and distribute Faculty Senate meeting minutes.
 - iv) Suggest membership on university committees as requested by administration.
- f) The Library Committee shall:
- i) Participate in the formulation of all relevant faculty related library policies
 - (1) Report to the Senate with recommendations for support of said policies.
 - (2) Act as the liaison between the University faculty and the Dean of the Library.
- g) The Rules and Operations Committee shall:
- i) Conduct all elections for which the Senate is responsible,
 - ii) Review and approve all committee bylaws and submit the approved committee bylaws to the Executive Committee,
 - iii) Maintain a calendar of Senate elections with deadline dates and results announcements,
 - iv) Approve bylaws of standing committees.
 - v) Conduct a reapportionment review every three (3) years during the Spring semester or as necessary in accordance with the Faculty Senate Constitution, Article IV, Section 4. The reapportionment shall be reported to the Executive Committee for further action, if necessary.
- h) The Shared Governance Committee shall:
- i) Monitor all University activities involving issues related to shared governance.
 - ii) Monitor activities of any University committees to ensure adequate and appropriate faculty representation and participation.
 - iii) Monitor Board of Trustees actions involving issues related to shared governance.
- i) The Technology Committee shall:
- i) Regularly assess faculty technology needs.

- ii) Make recommendations to meet those needs.
 - iii) Participate in the formulation of all University technology policies.
 - iv) Report to the Senate with recommendations for support of said policies.
- j) The Faculty Senate may form any committee to address any issue involving faculty and make recommendations to appropriate departments, divisions or governance structures.
- i) Ad Hoc Committees
 - (1) Ad hoc committees shall not be formed for a period longer than two (2) calendar years.
 - (2) If the functions of the committee are unresolved upon the expiry of the committee, the Executive Committee will refer all business to a Senate standing committee for resolution.

ARTICLE V RELATIONSHIP TO OTHER UNIVERSITY COMMITTEES

There are additional committees which are not under the sole jurisdiction of the Faculty Senate, but whose roles are aligned by other governing documents. Some of these committees function independently and may contain members other than faculty and senators.

- 1) Budget Committee
 - a) Membership
 - i)

3) Faculty Excellence Committee

a) Membership

- i) According to the CSU UPI contract Article 29, the Faculty Senate and Union shall appoint at least seven faculty who are members of the bargaining unit to serve on the Faculty Excellence Committee.
- ii)

APPENDIX A

Senate Election Terms

Group 1: Term for 2021-2024.