

27 March 1996

MEMORANDUM

TO: Members University Senate

FROM: University Senate Council

RE: AGENDA ITEM: University Senate Meeting, Monday, April 8, 1996.
Proposal to amend University Senate Rules, Section I - Elected Faculty Membership, University Senate. If approved the proposal will be forwarded to the President as a recommendation for change in the *Governing Regulations*.

Background and Rationale:

Each year questions arise regarding the determination of eligibility to serve on the University Senate. In order to clarify those areas of confusion and to ensure consistency with Rules of eligibility for faculty representatives on the Board of Trustees, the Rules Committee proposed the following changes.

Proposal to amend University Senate Rules, Section I (delete sections in brackets; add sections that are bold and underlined)

1.2.2.1 Elected Faculty Membership

The 85 elected faculty members shall be apportioned each spring among the colleges and the University Libraries according to the following two equally weighted factors based on data for the preceding fall semester: (1) the number of **eligible faculty as defined in subparagraph A below**; [full-time faculty, except those appointed in the extension series (although they are eligible for election to membership), research title series, Medical Center clinical titles series, and visiting series, with the rank of assistant professor or higher in the college or the University Libraries;] and (2) the number of full time students enrolled in the college, computed so that students enrolled in the Graduate School shall be assigned to the college in which they are pursuing their studies. (US: 10/12/81 and BofT: 4/6/82; BofT: 12/11/84) Ideally, the fraction of the total faculty Senate seats which would be apportioned to an academic unit would be obtained by using the following formula:

$$1/2 (Fu/Fe + Su/Se)$$

where F_u and S_u are respectively the number of eligible faculty and the number of full-time students in the unit, and F_e and S_e are the total eligible faculty and students, respectively, in all units. Usually the portion of the total faculty seats which would be ideally assigned to a unit will not be a whole number. For each unit a certain inequity will result, this being the non-negative deviation of a unit's actual percentage from its ideal percentage of the seats. The seats shall be apportioned to the units in a manner which minimizes the total inequity, subject to the condition that each unit gets at least one seat. (If two units have identical ideal percentages and the minimum would be attained by giving them different representations, then the extra seat shall be allocated to one of them by a random process.) An administrative title below that of Dean shall not automatically make the holder ineligible.

A Eligibility for Voting and Election

Faculty members who may vote for or may be elected as faculty members of the University Senate ("eligible faculty") must: (1) have an actual or equivalent rank of Assistant Professor of higher; (2) hold a tenured position or one in which tenure may be acquired; and (3) have a primary assignment in a faculty role requiring 50% or more involvement in teaching, research, or service.

Untenured members of the faculty whose appointment is specified as ending on a certain date with out further notice or as not leading to consideration for tenure are not eligible.

- * Faculty members with administrative assignments of an academic nature which constitute no more than half of their current duties--the rest composed of teaching and/or research--will be construed as meeting the requirements of "full time faculty." (RC: 4/2/76)

[A] B Eligibility] Certification of Eligibility:

At the time of the election to the Senate, the chief administrative officer of each specified academic unit shall be responsible for submitting a list of eligible faculty to the Secretary of the Senate for certification and determination of the number to be elected. The Rules Committee shall be responsible for certification of eligibility. Eligibility shall be determined as of the time of conduction of the election.

- * The chief administrative officer, in submitting a list of eligible faculty, should specify which faculty members with administrative assignments are eligible because they spend at least half time on teaching and/or research. (RC: 12/18/86)

[B] C Election:

The faculty of the academic units represented in the Senate shall determine whether their representatives shall be elected at-large or apportioned among their

sub-units. The elections shall be conducted during the second semester by the Secretary of the Senate, with those elected assuming office at the September meeting of the Senate.

For each academic unit or sub-unit where there is an election to be held, the office of Secretary of the Senate will prepare the lists of faculty members eligible to vote and those eligible to serve. The office will send a list of those eligible to be elected to those persons eligible to vote, who will be invited to nominate as many eligible persons as there are vacancies for the Senate by a letter. In addition, each chair (or dean) and each departmental or college director of graduate studies and director of undergraduate studies will be urged to submit nominations by letter. The Secretary of the Senate will ascertain the willingness to serve of those nominated. If fewer than twice the persons to be elected from any unit or sub-unit are nominated and are willing to serve, the Dean of the College shall call a meeting of an appropriate group to nominate the necessary number of persons. Each college shall notify the Secretary of the Senate in advance whether it will use for that purpose a College Council, a meeting of department chairs, or a full meeting of the College faculty. (US: 1/18/88)

The ballot for the election of senators shall contain at least twice as many names as there are persons to be elected. Each person must vote for as many persons as there are vacancies to be filled. If the number of persons nominated is no more than three times the number of vacancies to be filled, the persons receiving the largest number of votes shall be elected. Should there be more than three times as many nominees as there are vacancies, and should the number of persons receiving a majority of votes be fewer than the number of vacancies, there shall be a second ballot containing twice as many names as there are vacancies to be filled. (US: 1/18/88)

- * In the elections to the Senate, as well as to other offices, the ballots shall not be opened until after the deadline for their receipt. (RC: 3/30/81)

[C]D Terms; Vacancies:

As specified in the *Governing Regulations*, each elected faculty member shall serve for a term of three years. Ideally, the terms of the representatives of each academic unit or sub-unit should be staggered so that one-third of them will be elected at each election. To this end the faculty of the academic unit represented, may, for any election, specify that a number of representatives be elected for two-year terms. If such action is taken, the dean of the academic unit involved shall notify the Secretary of the Senate of such intent in advance of the upcoming election. When more than one number is to be elected from a unit or sub-unit, those receiving the greater number of votes will serve three-year terms and those elected receiving the lesser number of votes will serve two-year terms.

Each elected representative shall be eligible for reelection for a second consecutive term, but ineligible for further reelection until one year has elapsed.

If a member of the Senate should at any time during his or her term become ineligible to serve (e.g., by reason of assuming an administrative title of dean or above, resignation, official leave which precludes attendance, or failure to attend Senate meetings), a vacancy shall be declared by the administrative head of the group represented, and that member of the eligible faculty who at the last election received the next highest number of votes shall serve for the duration of the elected member's ineligibility. A student member shall become ineligible to serve on purgation from the Student Senate. The Secretary of the Senate shall maintain attendance records and shall notify the administrative head of a unit when a representative of that unit has been absent without explanation from three meetings of the Senate during any one academic year. (US:3/12/79)

Implementation: Fall, 1996

Note: If approved, the proposal will be sent to the Rules Committee for final codification