

BYLAWS OF THE CONSTITUTION OF THE FACULTY
Updated through March 4, 2009

May 26, 1993

1. Article I, Section 1 (2)

The Faculty Government Committee shall review the governance structures adopted by the College, professional schools, and the library to insure that they are compatible with *The Code of the University of North Carolina, The Regulations on Academic Freedom, Tenure, and Due Process* and this Constitution.

2. Article II, Section 2 (1) and (2)

The Chancellor, Provost, or any Vice Chancellor may propose that positions on their staff be approved for General Faculty membership as “such other officials having responsibility for making and administering educational, research, and student welfare policies.” The Senate Bylaws Committee shall study the proposal and recommend action to the Senate. The Senate Bylaws Committee shall maintain, as part of the Bylaws, a list of positions which have been approved as voting or nonvoting members of the General Faculty.

The Senate, upon recommendation of the Bylaws Committee, adopted the following criteria for reviewing nominations for General Faculty membership.

Voting members. Voting membership should be reserved for those persons with full-time faculty status as set forth in AAUP guidelines. Therefore, any administrator with tenure-line faculty status would be a voting member of the General Faculty.

Nonvoting members. A liberal interpretation of the language in the Constitution quoted above, is to be applied.

A list of positions approved for nonvoting membership in the General Faculty is in the Faculty Governance Office.

3. Article III, Section 2 (5)

When the apportionment factor is to be recomputed, the terms of some Senators to be elected those years may be adjusted to one or two years so that approximately one third of the Senate is elected each year. The Senate Elections Committee (see bylaws for Article III, Section 11) is charged with this responsibility according to the following guidelines.

Each electoral division should have approximately one third of its Senators with remaining terms of 1, 2, and 3 years. When deciding which divisions should be given longer terms, the Committee should favor the smaller divisions with the longer terms.

The Senate may decide by simple majority vote to adjust the apportionment factor in any year.

4. Article III, Section 3 (2) and (3)
The Senate Elections Committee (see bylaws for Article III, Section 11) shall receive nominations for a new Chair-elect and Secretary, and conduct elections for these offices at the last Senate meeting of the year.
5. Article III, Section 4
The University Elections Committee shall set a date each year by which the electoral division should report their results to the Chair of the Faculty Senate and to the Chair of the University Elections Committee. The date should be early enough so that results are known before University-wide elections are to be held.
6. Article III, Section 4 (1)
The Senate Elections Committee (see bylaws for Article III, Section 11) is charged with the responsibility of reviewing the election procedures of the electoral divisions and recommending changes where appropriate.
7. Article III, Section 6
The Senate Elections Committee (see bylaws for Article III, Section 11) shall recommend individuals to fill vacancies.
8. Article III, Section 11 (1)
Special committee of the Faculty Senate may be appointed by the Chair of the Faculty Senate or established by a majority vote of the Senate. When a committee is appointed by the Chair, the Senate should be formally notified of such action at its next meeting. Standing committees of the Faculty Senate may be established by a majority vote of the Senate.
9. Article III, Section 11 (1)
The **Senate Elections Committee** is a standing committee of the Faculty Senate with composition and duties as listed below.
 - (1) The Senate Elections Committee shall consist of at least three members of the Senate appointed by the Chair of the Senate.
 - (2) The Chair of the Senate shall appoint the chair of the committee.
 - (3) The committee shall receive nominations and conduct elections to fill all elected offices and elected committee positions of the Senate.
 - (4) The committee shall make recommendations regarding the replacement of elected officers and committee members when vacancies occur.
 - (5) The committee shall periodically adjust the apportionment factor for conducting Senate elections, as described in Article III, Section 2.
 - (6) The committee shall review the election procedures of the electoral divisions and recommend to the Senate changes where appropriate. If the Senate

supports the changes, they shall be forwarded to the electoral divisions for their action.

10. Article IV, Section 2 (3)

Annual reports of boards and committees should be submitted to the Chair of the Senate by the end of April. Senate officers will review the reports, distribute a summary of the reports to the Senate, and determine which recommendations should be action items for the Senate agenda.

A copy of each committee's annual report shall be forwarded to the next chair of the committee. Copies of all annual reports shall be kept on file for three years in the Faculty Governance Office. At the end of three years the copies shall be forwarded to the University Archives.

11. Article IV, Section 2 (5)

The chairs of the appointed committees shall be selected by the last meeting of the year by the members of each committee from among their continuing members. New chairs will be named in the committee annual reports to the Faculty Senate and will take office July 1 annually.

12. Article IV, Section 2 (9)

The Committee on Committees shall recommend replacement members to fill vacancies on appointed boards and committees.

13. Article V: Amendments

The Chair of the Faculty Senate shall forward all proposed constitutional amendments to the Faculty Government Committee for review and recommendations before the Senate is to act upon them.

October 2, 1996

Article III, Section 12 (6)

The Chair of the Faculty Senate may invite the Vice-Chair/Chair-elect of the Senate to sit in on deliberations of the Promotions and Tenure Committee as an observer in preparation for assuming chairmanship for the committee the following year. The Vice-Chair/Chair-elect may not participate in the discussions and deliberations of the committee and may not be present during the discussion or vote on a tenure or promotion decision involving a candidate from his/her academic unit or a candidate reviewed by the Vice-Chair/Chair-elect for tenure or promotion at a lower evaluative level. Meetings of the Promotions and Tenure Committee are held in executive session and the Vice-Chair/Chair-elect is bound by all policies, procedures, and regulations which pertain to the committee.

March 3, 2004

Article III, Section 11 (1)

The **Senate Committee for the Study of Educational Standards** is a standing committee of the Faculty Senate with composition and duties listed below.

- (1) The Senate Committee for the Study of Educational Standards shall consist of at least three Senators appointed by the Chair of the Senate.
- (2) The Chair of the Senate shall appoint the chair of the committee.
- (3) The purpose of the committee is to assist the Senate in carrying out its duty to promote high educational standards at the University.
- (4) The committee will study educational standards at the University and other institutions of higher learning; the committee will be assisted by administrative staff engaged in the acquisition and analysis of data for Academic or Student Affairs.
- (5) The committee will annually report its activities and findings to the Senate.

March 4, 2009

Article II, Section 6 (6)

At times when a face-to-face meeting of the **General Faculty** cannot occur, it may be useful or necessary to conduct business and vote on motions electronically. In such a situation, voting will be conducted through secure means. The electronic voting will be preceded and accompanied by an electronic discussion. Electronic discussions will be held as a Committee of the Whole. Electronic voting and discussion will remain open for specified periods with a minimum of 48 hours for discussion and 48 hours for voting. Electronic voting and discussion will be conducted in accordance with the provisions of the Open Meetings Act.

Article III, Section 9 (2)

At times when a face-to-face meeting of the **Faculty Senate** cannot occur, it may be useful or necessary to conduct business and vote on motions electronically. In such a situation, voting will be conducted through secure means. The electronic voting will be preceded and accompanied by an electronic discussion. Electronic discussions will be held as a Committee of the Whole. Electronic voting and discussion will remain open for specified periods with a minimum of 48 hours for discussion and 48 hours for voting. Electronic voting and discussion will be conducted in accordance with the provisions of the Open Meetings Act.