

ARTICLE I
THE FACULTY

Section I.1. The CLAS Faculty.

The Faculty of the College of Liberal Arts and Sciences (CLAS) shall consist of the tenure-track and tenured professors, associate professors, and assistant professors appointed in the College. The Faculty also includes clinical-track faculty at the ranks of assistant professor, associate professor, and professor with renewable contract status, and instructional-track faculty.

Section I.2. The Voting Faculty.

Members of the Faculty as defined in Section I.1, who hold appointments of 50 percent or more in the College shall have the right to vote upon or consent to any matter upon which action by the Faculty is taken or required. This includes the dean and associate deans of the College of Liberal Arts and Sciences.

Section I.3. Faculty Governance of the College of Liberal Arts and Sciences.

The Faculty of the College of Liberal Arts and Sciences, as defined above, participate in the governance of the College primarily through elected representatives to the Executive Committee, Undergraduate Educational Policy and Curriculum Committee, Graduate Educational Policy Committee, Committee on Diversity, and Faculty Assembly. The Faculty may be consulted on or asked to make recommendations concerning curriculum, collegiate or departmental structure, budget, faculty welfare, and a variety of policies and procedures. Aside from participation through representation on the elected committees and the Faculty Assembly, the Faculty may participate directly through two processes, as outlined in Sections I.4 and I.5, below.

It is expected that all meetings at the College level will follow Robert's Rules of Order, as described at <http://www.rulesonline.com/>.

Section I.4. Secret Ballot.

On petition of ten percent of the voting faculty of the College, submitted to the Dean within four weeks of the distribution of the minutes of a meeting of the Faculty Assembly, any decision taken by the Assembly shall be submitted to the voting faculty for their approval or disapproval by a secret ballot. The decision of the Assembly shall stand unless it is disapproved by a majority of the votes cast in the secret ballot. The ballots must remain open for voting for at least two weeks.

In a secret ballot, votes are to be gathered and counted by a University office external to the College and independent of the College administration. The office conducting the secret ballot must take measures to ensure that only eligible voting faculty vote, that each eligible voter votes only once, and that the individual votes must remain anonymous.

Section I.5. Meetings of the Faculty.

A meeting of the Faculty shall be called at least once each academic year. Meetings shall be conducted according to Robert's Rules of Order, as described at <http://www.rulesonline.com/>.

A special meeting of the entire Faculty of the College may be called by the Dean, by the Executive Committee after consultation with the Dean, by the Faculty Assembly, by the Provost, by the President of the University, or on petition of ten percent of the voting faculty.

Decisions taken at such a meeting shall be submitted to the voting faculty for their approval or disapproval by a secret ballot, as described in Section I.4, and shall not be binding unless approved by a majority of the votes cast in the secret ballot. This procedure shall not apply to revisions of or amendments to this *Manual*, which are governed by the procedures in Article XII.

The presiding officer of the Faculty Assembly shall preside over special meetings of the Faculty, and the secretary of the Faculty Assembly shall serve as the secretary for Faculty meetings.

Notification of the meeting shall be governed by Section IV.4 as for the Faculty Assembly. Minutes shall be kept, as provided in Section II.5.

Twenty percent of the voting faculty as defined in Section I.2 shall constitute a quorum. If a quorum is raised at a meeting, no actions shall continue unless actions have been precisely set forth in a notice sent to members of the Faculty. If no quorum is called the meeting shall proceed. If a point of order or question of procedure is raised, the issue shall be resolved according to provisions in this *Manual* or according to standard parliamentary procedure.