ARTICLE II

FACULTY GOVERNANCE BODIES

Section 6. Faculty Governance Bodies.

The College shall have an elected general representative body, the Faculty Assembly (see Article IV). The College shall have three elected committees, the Executive Committee (see Article V), the Undergraduate Educational Policy & Curriculum Committee (see Article VI), and the Graduate Educational Policy Committee (see Article VII). The members of these bodies shall be elected according to the provisions specifically designated in this Manual (see Article III).

Three collegiate representatives to the Graduate Council shall be elected by the graduate faculty of the College of Liberal Arts and Sciences according to the provisions of Article III. The Liberal Arts and Sciences seats on the Graduate College shall be filled by one eligible faculty member from each of the three electoral groups (see section 13 and section 14, paragraph c, below).

The College shall have appointed standing committees as established in this Manual (see Article VII). The members of standing committees shall be appointed by the Dean or an associate dean designated by the Dean, with the consent of the Executive Committee, except that the members of the General Education Curriculum Committee will be appointed by the Undergraduate Educational Policy & Curriculum Committee with the advice of the Dean.

The College shall have short-term ad hoc committees and task forces established by the Dean on the advice of either of the elected committees, to advise the College on specific issues as defined in the charge to the committee.

Section 7. Terms of Office.

The terms of the members of the elected governance bodies shall be three years. New members shall take office at the beginning of the academic year following their election. One-third of the membership of each elected governance body shall be elected each year.

The terms of the members of standing appointed committees shall be as designated in Article VIII of this Manual.

Section 8. Officers.

The officers of the Faculty Assembly shall be as defined in section 21.

The Dean or an associate dean designated by the Dean shall chair the Executive Committee, the Undergraduate Educational Policy & Curriculum Committee, and the Graduate Educational Policy Committee. Each of these committees shall choose a secretary from among its members and specify
the term of service. The secretary of each of these committees (or his/her designate) shall serve as a member of the Faculty Assembly agenda committee.

The chairs of the standing appointed committees shall be as defined in Article VIII.

Section 9. Meetings.

Each elected committee shall establish a regular meeting schedule. The Executive Committee shall meet at least once a year without the Dean and the associate deans and shall choose one of its elected members to preside at such meetings. The chair of Faculty Assembly (or his/her designate) shall be invited and shall participate in these meetings.

Each appointed committee shall meet as determined by the appointing authority or upon the call of its chair.

Section 10. Minutes and Reports.

Each elected committee and the Faculty Assembly shall take and approve minutes of their meetings, to be made available to all members of the Faculty after approval. A permanent file of all such reports shall be kept in the Office of the Dean. Faculty Assembly minutes are also sent to the Office of the Registrar.

Each appointed committee shall report in writing to its appointing authority upon completion of a specific assignment. Each appointed committee, on its own initiative or on request of the Faculty Assembly or the Executive Committee or the Dean, shall make progress reports to its appointing authority or to any of these requesting authorities.

Each ad hoc committee or task force shall report in writing to the Dean or an associate dean designated by the Dean upon completion of its assignment.

Section 11. Vacancies.

A vacancy in an elected governance body shall be filled for the remainder of the term, or for only the period of absence in the case of a leave, by the available candidate with the highest vote for the position in the immediately preceding election.

If no such candidate is available for a vacated position on an elected committee or a vacated CLAS seat on Graduate Council, the Executive Committee shall select a person to fill the vacancy for the remainder of the term or period of absence.

If no candidate from the previous election is available and willing to serve in a vacated position as electoral group representative on Faculty Assembly, the resigning electoral group representative shall nominate a replacement who, with the concurrence of the Assembly’s elected officers, shall serve for the remainder of the term.

If a member of the Assembly elected by a voting unit resigns, that voting unit shall select a new member to serve for the remainder of the term.

A vacancy on an appointed committee shall be filled by the authority that appointed the committee.