Preamble

A university is a community of scholars engaged in the free discussion, research and dissemination of ideas and knowledge. The Faculty Senate shall advocate for shared governance in all matters of general policy and may act in an advisory, planning, and consultative role to the University of North Texas at Dallas Administration and Board of Regents. The Faculty Senate is the direct voice of the faculty and represents the faculty to the UNT Dallas Administration.

Article I. Purposes, Powers and Functions

Section 1. Purposes

Paragraph 1. The Faculty Senate is the direct voice of the faculty and represents the faculty to the UNT Dallas Administration, pursuant to Regent Rule 06.101.

Paragraph 2. The Faculty Senate shall advocate for shared governance in all matters of general policy and may act in an advisory, planning, and consultative role to the UNT Dallas Administration and pursuant to Regent Rule 06.102.

Section 2. Powers

Paragraph 1. The Faculty Senate is elected to represent the General Membership of the Faculty.

Paragraph 2. The Faculty Senate shall have the power to establish, maintain, and dissolve committees as defined by Article IV.

Section 3. Functions

Paragraph 1. Subject to formal ratification by the Voting Members of the Senate, the Faculty Senate shall set out, by a written agreement, an outline of the procedure for the handling of academic decisions of the central administration.

Section 4. Shared Governance

Paragraph 1. As partners in campus governance, the Faculty Senate shall represent the interests of the UNT Dallas faculty in all general academic policy matters, including those related to academic programs, curriculum, instruction, promotion, budget, and tenure pursuant to Regent Rule 06.102.
Article II. Composition of the General Membership and the Faculty Senate

Section 1. General Membership

Paragraph 1. The General Membership of the Faculty is composed of full-time and part-time faculty, adjunct instructors and visiting professors.

Section 2. The Faculty Senate

Paragraph 1. The Faculty Senate is a representative and deliberative body elected by the voting members of the General Membership, and is the direct voice of the faculty at the University of North Texas at Dallas.

Section 3. Voting Members of the General Membership

Paragraph 1. The voting members of the General Membership hold a full-time faculty appointment at UNT Dallas and are receiving at least 50 percent of their university salary; or are full-time visiting faculty members; and may not hold an administrative appointment above the rank of Program Coordinator, Program Director, or Department Chair.

Section 4. Voting Members of the Faculty Senate

Paragraph 1. Voting members of the Faculty Senate shall be based on the outcome of Faculty Senate elections and proportional representation of the population of voting members under an Academic District.

Paragraph 2. Faculty Senate is initially composed of 15 Voting Members as follows: Elected Officers (4); Academic Districts (8); and Academic Rank (3). The number of Voting Members may change to accommodate proportional representation of the Academic Districts.

Paragraph 3. Academic Districts shall be comprised initially of the following academic programs: (1) School of Business; (2) School of Education; (3) School of Human Services; (4) School of Liberal Arts and Sciences; and (5) College of Law. Additional Academic Districts will be added as established by the university.

Paragraph 4. It shall be the duty of Voting Members of the Faculty Senate to seek input from the General Membership and their constituents.

Section 5. Apportionment

Paragraph 1. Voting Members of the Faculty Senate representing Academic Districts shall be apportioned based on the number of full time faculty in each respective Academic District whereby there is one Voting Member per 15 faculty, following the process in Article II, Section 4.
Paragraph 2. Academic Districts must be apportioned based on a ratio of one Voting Member per 15 faculty within the Academic District. Each Academic District must have at least one representing Senator regardless of number of faculty.

Paragraph 3. Academic Districts must be reapportioned at least once every five years or by two-thirds vote of the Faculty Senate (hereby referred to as super-majority).

Paragraph 4. Voting Members of the Faculty Senate representing Academic Rank shall be based on each respective academic rankings whereby one Voting Member per each of the following academic ranks: (1) permanent nontenured-track; (2) tenure-track; and (3) tenured.

Section 3. Non-Voting Members

Paragraph 1. Non-Voting Members of the General Membership are UNT Dallas Faculty who do not meet the requirements set forth by Article II, Section 3 or who are Adjunct Faculty or Administrators.

Paragraph 2. Non-Voting Members of the General Membership may not vote but are welcome to attend the public sessions of the Faculty Senate.

Article III. Terms, Qualifications, and Elections of Senators

Section 1. Terms

Paragraph 1. Faculty Senators shall serve a two-year term, and may not exceed two consecutive two-year terms.

Paragraph 2. To establish a system of staggered terms, five of the inaugural Faculty Senators shall serve an initial three-year term, and may not exceed five consecutive years.

Paragraph 3. Faculty Senators selected for an initial three-year term made within the five-year period shall remain in effect for the term of each appointment.

Section 2. Qualifications

Paragraph 1. Faculty Senators must meet and maintain the qualifications as set forth by Article II, Section 3.

Section 3. Vacancies

Paragraph 1. Vacancies of the Faculty Senate may occur when any of the following occurs: (1) an expired term; (2) non-renewal, termination, resignations, or suspension of faculty contract; (3) an Administrative appointment above the rank of Program Coordinator, Program Director, or Program Chair; or (4) Excessive absences.
Paragraph 2. For the purpose of Section 3, Paragraph 1, “excessive absences” are defined as missing two or more meetings per semester or three or more meetings per academic year.

Paragraph 3. Except for expired terms, a nomination may be proposed by the President and must be confirmed by a super majority vote of the Faculty Senate at the next meeting.

Paragraph 4. Vacancies must be filled within 30 days of the vacancy from the respective constituencies of the Academic District or Rank as outlined in Article 2, Section 4, Paragraph 2.

Paragraph 5. Vacancies due to expired terms follow the election process.

Section 4. Elections

Paragraph 1. Upon ratification of the Faculty Senate, Executive Officers of the Faculty Alliance become Interim Executive Officers of the Faculty Senate, such that the (1) President of the Faculty Alliance would become the President of the Faculty Senate; (2) Vice-President would become the Vice-President/President-Elect; (3) Secretary would become the Secretary; and (4) Parliamentarian/Secretary-Elect would become the Parliamentarian/Secretary-Elect.

Paragraph 2. Terms for Executive Officers expire subject to re-election during the annual election process of the Faculty Senate.

Paragraph 3. President shall appoint a Nomination and Election Committee before the scheduled January meeting date.

Paragraph 4. Nomination and Election Committee shall receive documented nominations from candidates.

Paragraph 5. Candidates may only run for one position per election.

Paragraph 6. Elections week shall be conducted annually by electronic ballot one week before the Faculty Senate April meeting.

Paragraph 7. Candidates who receive the most votes cast in the election shall be notified within 24 hours of the election results and declared the winner for transition of power to begin at the May Faculty Senate meeting.

Paragraph 8. Tie votes will be subject to a run-off election within 3 days of transmission of the election results. All candidates tied for first will be included in the run-off election. Runoff elections will be conducted by electronic ballot for one week.

Article IV. Officers, Senators and Committees
Section 1. Officer Terms

Paragraph 1. For the office of President, Vice-President/President-Elect, Secretary, and Parliamentarian/Secretary-Elect, each officer shall be elected during the annual election by the General Membership or in a special election called to fill a vacancy as outlined in Article III, Section 3.

Paragraph 2: Upon ratification of the Faculty Senate, interim officers to the Faculty Senate will hold elections for the offices of President, Vice-President/President-Elect, Secretary, and Parliamentarian/Secretary-Elect, with the President and Secretary being elected to one-year terms, and the Vice President/President-Elect and Parliamentarian-Secretary-Elect serving two-year terms as designated in Section 1, Paragraph 3.

Paragraph 3: Upon completion of the first year in office, the Vice President/President-Elect becomes President and the Parliamentarian/Secretary-Elect becomes the Secretary for the second year of their terms.

Paragraph 4. No officer shall hold a specific office for more than two years in any consecutive four-year period.

Paragraph 5. The General Membership of the Faculty shall elect a Vice President/President-Elect and a Parliamentarian/Secretary Elect each year according to the provisions of Article III, Section 4.

Section 2. Qualifications

Paragraph 1. The President, Vice-President/President-Elect, Secretary, and Parliamentarian/Secretary-Elect must meet and maintain the qualifications set forth by Article II, Section 3.

Paragraph 2. The President and Vice-President/President-Elect must hold a full-time appointment at UNT Dallas as a tenured faculty member or a permanent nontenured-track faculty with a multi-year contract.

Section 3. Duties

Paragraph 1. President is charged with presiding over meetings of the Senate and communicating with UNT Dallas Administration regarding the University status (i.e., budget, progress, etc.), Faculty Senate proceedings, and the timeline regarding Administrative decisions related to measures before the Faculty Senate.

Paragraph 2. In the absence of the President, the Vice-President/President-Elect is charged with presiding over meetings of the Senate.

Paragraph 3. Secretary is charged with communication and correspondence.

Paragraph 4. Parliamentarian/Secretary-Elect is charged with enforcing parliamentary procedures.
Section 4. Vacancies

Paragraph 1. Vacancies of the Officers of the Faculty Senate occur as set forth by Article III, Section 3.

Paragraph 2. If a vacancy occurs in the position of President, the position shall be filled by the Vice President/President-Elect, who will serve as Interim President for the remainder of the term.

Paragraph 3. If a vacancy occurs in the positions of Vice-President/President-Elect, Secretary, Parliamentarian/Secretary-Elect, the position shall be filled through a special election.

Paragraph 4. Vacancies due to expired terms follow the election process.

Section 5. Elections

Paragraph 1. Before the scheduled March meeting date, the Committee on Nominations and Elections shall receive documented nominations for candidates.

Paragraph 2. Nominations for candidates must be seconded.

Paragraph 3. Candidates may only run for one position per election.

Paragraph 4. Elections week shall be conducted annually by electronic ballot one week before the Faculty Senate April meeting.

Paragraph 5. Candidates who receive the most votes cast in the election shall be notified within 24 hours of the election results and declared the winner for transition of power to begin at the May Faculty Senate meeting.

Paragraph 6. Tie votes will be subject to a run-off election to begin within 3 days of transmission of the election results. All candidates tied for first will be included in the run-off election. Runoff elections will be conducted by electronic ballot for one week.

Section 6. Expectations for Senators

Paragraph 1. Senators must maintain monthly communication during the academic year with their constituents and present their concerns at Faculty Senate meetings.

Paragraph 2. Senators are expected to attend all meetings of Faculty Senate, including emergency sessions, during the academic year.

Paragraph 3. Senators are expected to work collegially and in good faith with the rest of the Senate as the elected representative for their respective constituencies.
Section 7. Committees

Paragraph 1. The committees of Faculty Senate shall include the Executive Committee, Standing Committees, and ad-hoc committees, as necessary, to carry out its work.

Paragraph 2. Executive Committee shall be composed of the President, Vice-President/President-Elect, Secretary, Parliamentarian/Secretary-Elect, and the Chairs of the Standing Committees.

Paragraph 3. Standing Committees shall include the Committee on Academic Affairs, Committee on Work-Life, Committee on the Library, Committee on Nominations and Elections, Committee on the Charter and Bylaws, and Committee on the Faculty Handbook.

Paragraph 4. Upon ratification of the Faculty Senate, Standing Committees and Ad-Hoc Committees of the Faculty Alliance would become Standing Committees and Ad-Hoc Committees of the Faculty Senate, and the terms and membership of each would expire and be subject to the annual election process of the Faculty Senate.

Paragraph 5. The Committee on Academic Affairs shall study and make recommendations to the Faculty Senate on university policy concerning admission standards, suspension, probation, and dismissal of students for academic reasons; standards for graduation; the awarding of honors to graduates; and any other academic concerns that may be assigned by the Faculty Senate. The Committee shall make recommendations regarding all academic degree programs, certificates, and core curriculum courses. The Committee shall monitor developments regarding individual courses and curriculum of all degree programs in the university.

Paragraph 6. The Committee on Work-Life shall make recommendations to the Faculty Senate on policies related to recruitment, retention, promotion, merit, evaluation, tenure, compensation, workload, and working conditions for all faculty members.

Paragraph 7. The Committee on the Library shall advocate for appropriate levels of library funding and resource distribution, and track policies and procedures of the library. The Committee shall identify areas of change/improvement for the library and offer suggestions and report on any matters of the library concerning the implementation of its recommendations, to include the needs of the library and how these may be of interest to the university community as a whole.

Paragraph 8. The Committee on Nominations and Elections shall conduct nomination and election processes of faculty to Faculty Senate. The President and Vice President/President-Elect may not serve as a member of the Committee on Nominations and Elections. Nominations and Elections are subject to Senate ratification.

Paragraph 9. The Committee on Charter and Bylaws shall be responsible for Charter and Bylaws for the Senate, consider amendments, and may be called upon to draft Senate resolutions.
Paragraph 10. The Committee on the Faculty Handbook shall be responsible for reviewing all aspects of the UNT Dallas Faculty Handbook, and together with the Office of the Provost, will ensure that information in the Faculty Handbook is aligned with University Policies.

Paragraph 11. Except as hereinafter set forth, the President of the Faculty Senate, in consultation with other officers, may designate committees, each of which will be composed of at least one Faculty Senate voting Member. Any committee, other than the Standing Committees hereinafter described, will have such duties and responsibilities specified by the President of the Faculty Senate, in consultation with officers. Committee chairs shall be elected by the majority of committee members present at the first meeting of the committee.

Paragraph 12. Except as hereinafter set forth, members on each committee may be appointed or removed at any time by the President of the Faculty Senate, in consultation with other officers. Vacancies in the membership of any committee, whether by death, resignation, removal, or any other manner, may be filled by the President of the Faculty Senate in consultation with the other officers. Faculty members from each academic district or rank may nominate candidate members for any committee. The composition of each committee shall be representative of the composition of the Faculty Senate as a whole.

Paragraph 13. The time, place, and notice of any meetings of any committee will be determined by that committee chair, in consultation with its members. At meetings of any committee, a majority of the members of that committee constitutes a quorum for the transaction of business, and the act of a majority of the entire committee will be the act of the committee. Each committee will keep regular recorded minutes of its proceedings for record and report them to the Faculty Senate Secretary. Any action required or permitted to be taken at any meeting of a committee may be taken without a meeting if a consent in writing setting forth the action taken, is signed by all the members of the committee. Such consent will have the same force and effect as a unanimous vote at a duly called and held meeting of the committee.

Section 7. Duties - Standing Committee Chairs

Paragraph 1. Chairs of the various Standing Committees shall establish committee agendas and procedures and lead meetings. Committee Chairs shall report committee recommendations to the Faculty Senate, to include an annual written report. Committee Chairs may be authorized to establish attendance policies (no more stringent than the attendance policy for Senators) and terminate committee membership for violations.
Section 8. Terms – Standing Committee Chairs.

Paragraph 1. Each Standing Committee Chair shall serve for a one-year term. Committee Chairs may be reelected for an additional year resulting in a maximum of a two-year term.

Paragraph 2. Standing Committee Chairs must meet eligibility standards of a duly elected Member of the Faculty Senate. Standing Committee Chairs may not be an Executive Officer of the Faculty Senate or have exceeded the maximum two-year term in any consecutive four-year period (for a specific Committee).

Article V. Meetings and Quorum

Section 1. Regular Meeting

Paragraph 1. The Faculty Senate shall hold regular meetings, once a month, from September to May.

Section 2. Special Meetings

Paragraph 1. Special meetings of the Faculty Senate may be called by the Presiding Officer on a motion or by a simple majority of the Senators.

Section 3. Agenda

Paragraph 1. The agenda shall be determined by the President in consultation with the Executive Committee, as informed by recommendations of the General Membership.

Section 4. Rules and Procedures

Paragraph 1. The Faculty Senate shall be the sole judge of its own rules and procedures.

Paragraph 2. Unless otherwise outlined in the Charter and Bylaws, Rules and Procedures, or special rules adopted by the Senate, Robert’s Rules of Order Newly Revised shall govern all meetings of the Senate and committees.

Paragraph 3. Faculty Senate will maintain a Faculty Senate Procedures Manual that will contain procedures for the Faculty Senate and its committees.

Section 5. Decisions of the Faculty Senate

Paragraph 1. A quorum shall be a simple majority of the voting members.

Paragraph 2. Voting may be by show of hands, voice vote, e-mail, other electronic means, or secret ballot.

Paragraph 3. Proxy voting shall not be permitted.
Paragraph 4. The President will cast tie-breaking votes (as necessary).

Article VI. General Membership Meetings

Section 1. Regular General Membership Meetings

Paragraph 1. The Faculty Senate shall hold regular general membership meetings of Voting and Non-Voting Members of the Faculty Senate, not less than twice per year in each of the Fall and Spring semesters.

Paragraph 2. The purpose of the Regular General Membership Meeting is to set the agenda and recommend priorities of the Faculty Senate, including those issues that are to be addressed by the Faculty Senate.

Section 2. Special General Membership Meetings

Paragraph 1. Special meetings of the General Membership may be called by the Presiding Officer on a motion approved by simple majority of the Senators.

Article VII. Status of Existing and other Faculty Governmental Bodies

Section 1. Status of Existing Faculty Governing Bodies

Paragraph 1. Ratification of the Faculty Senate would constitute the dissolution of the Faculty Alliance.

Article VIII. Amendments

Section 1. Charter and Bylaws

Paragraph 1. The Faculty Senate shall adopt bylaws that it deems necessary to conduct its business, including rules regarding the conduct of elections.

Paragraph 2. The Faculty Senate Charter and Bylaws may be adopted or amended by a super majority vote of the full membership of the Faculty Senate if the proposed Charter and Bylaws amendments were submitted in writing to the Faculty Senate at a prior meeting.