



Faculty Senate Charter

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 (UNT Dallas) Administration and the UNT System. 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 Regents 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, pursuant to Regents Rule 06.102 and Texas Education Code § 51.3523.

Section 2. Powers

Paragraph 1. The Faculty Senate consists of elected and appointed members to represent the General Membership of the Faculty, with at least two representatives from each School and College. One member from each School and College is appointed by the President of the University and the remaining members are elected by the faculty member's respective college or school.

Paragraph 2. The Voting Membership of the Faculty elect representatives based upon apportionment of the Schools and Colleges, and Academic Rank.

Paragraph 3. The Voting Membership of the Faculty elect four at large members.

Paragraph 4. The Faculty Senate will appoint one of the at large members as Parliamentarian.

Paragraph 5. The President of the University appoints the Presiding Officer, the Associate Presiding Officer, and the Secretary of the Faculty Senate from the members of the Faculty Senate.

Paragraph 6. The Faculty Senate shall have the power to establish, maintain, and dissolve committees as defined by Article IV.

Section 3. 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. The Faculty Senate may also consider and advise the Institution and System administration on other matters relating to the general welfare of the Institution, pursuant to Regents Rule 06.102.

Section 4. Functions

Paragraph 1. Subject to formal ratification by the Voting Members of the Senate, the Faculty Senate shall make recommendations in writing pertaining to policies and other matters of shared governance as defined by Regents 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 with the majority of the members elected by the voting members of the General Membership and is the direct voice of the faculty at UNT 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 members appointed by the President of the University.

Paragraph 2. Faculty Senate elected voting members are composed of faculty members from Schools and Colleges of the University. The number of elected voting members from Schools and Colleges will be based on proportional representation

Paragraph 3. The Presiding officer, Associate Presiding Officer, and Secretary shall be appointed from the Faculty Senate members by the President of the University.

Paragraph 3. Schools and Colleges shall be comprised of the following academic programs: (1) School of Business; (2) School of Education; (3) School of Behavioral Health and Human Services; (4) School of Liberal Arts and Sciences; (5) College of Law; and (6) other academic programs 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. Elected Voting Members of the Faculty Senate representing Schools and Colleges shall be apportioned based on the number of full-time faculty in each respective School and College; whereby, there is one elected Voting Member per 15 faculty, following the process in Article II, Section 4.

Paragraph 2. There must be one member from each School and College appointed by the President of the University.

Paragraph 3: There must be at least one member from each School and College, elected by the Voting Membership of the Faculty.

Paragraph 3. Schools and College 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 is elected per each of the following academic ranks: (1) permanent nontenured-track; (2) tenure-track; and (3) tenured.

Section 6. 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, Elections of Senators, and Removal of Senators

Section 1. Terms

Paragraph 1. Elected members shall serve a two-year term, staggered in a manner that

allows approximately one-half of the elected members to be elected each year, and may only be re-elected following the second anniversary of the last day of the member's most recent term.

Paragraph 2: Faculty Senators appointed by the President of the University shall serve a one-year term, and may be reappointed, not to exceed six consecutive terms, and may be reappointed following the second anniversary of the last day of the member's most recent term.

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) removal from Faculty Senate.

Paragraph 2. Except for expired terms and appointment to an executive officer position, if an elected position is vacated, the Presiding Officer of the Senate shall nominate a candidate to fill the vacated position. A super majority vote of the Faculty Senate is required to confirm the candidate.

Paragraph 3: Except for expired terms, if an appointed senate position is vacated, the President of the University shall appoint a new senator.

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

Paragraphs 5 and 3. Vacancies that occur outside of the academic year should be filled within 30 days of the following academic year.

Paragraph 6. Vacancies of elected members due to expired terms and appointments to executive officer positions by the President of the Univeristy follow the election process.

Section 4. Elections and Appointments

Paragraph 1. Upon ratification of the new Charter, the President, Vice-President, Secretary and Parliamentarian, elected in April 2024 and 2025, would become at large members of Faculty Senate.

Paragraph 2. Candidates may only run for one position per election.

Paragraph 3. Elections week shall be conducted annually by electronic ballot one week before the April Faculty Senate meeting.

Paragraph 4. 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 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.

Paragraph 7. Appointments by the President of the University should be made following the annual election and before the May meeting.

Section 5. Removal of Senator

Paragraph 1. A senator may be removed from the Faculty Senate for the following reasons: more than one unexcused absence in a semester; four or more absences in an academic year; or failure to conduct Senate or faculty responsibilities.

Paragraph 2. Excused absences may include teaching assignments at the University of North Texas at Dallas, academic or professional conferences, academic or professional speaking engagements, and sickness. The Parliamentarian shall maintain detailed attendance records, and a Senator should communicate with the Parliamentarian regarding any excused absence. In the event of a Senator's absence from four regular meetings during an academic year, the Senator shall meet with a member of the Executive Officers to discuss their participation on the Faculty Senate before removal is considered.

Paragraph 3. An elected Faculty Senator may be immediately removed by a two-thirds vote of the voting members of the Senate (vacant Senate seats shall not be counted in determining the two-thirds majority needed for removal of an officer), or upon recommendation by Provost and approval by the President of the University. A motion to remove an elected Senator shall be privileged, taking precedence over any other Senate business. A written motion for removal of an elected Senator listing specific reasons from Paragraph 1 may be introduced by any voting Senator and must be seconded by at least two other Senators in order for a vote for removal to be taken. A twice-seconded motion for removal of an elected Senator shall be considered a first reading of the motion. The vote of Senators on the written motion to remove an elected Senator shall be conducted at the next regularly scheduled Senate meeting, or at a special session of the Senate called for that purpose, to be held no sooner than two weeks after the motion is introduced and seconded. Any Faculty Senator may be removed upon recommendation by the Provost and approval by the President of the University.

Paragraph 4. Members removed for absences cannot run for any open seats for the academic year for which they were removed. Senators removed for reasons other than absences cannot run for Faculty Senate for two academic years after the academic year

they were removed.

Article IV. Officers, Senators and Committees

Section 1. Officer Terms

Paragraph 1. The Presiding Officer, Associate Presiding Officer, and Secretary shall be appointed by the President of the University for one-year terms.

Section 2. Qualifications

Paragraph 1. The Presiding Officer, Associate Presiding Officer, Secretary, and Parliamentarian must meet and maintain the qualifications set forth by Article II, Section 3.

Paragraph 2. The Presiding Officer and Associate Presiding Officer 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. Executive Officer Duties

Paragraph 1. The Presiding Officer 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 decisions related to measures before the Faculty Senate.

Paragraph 2. In the absence of the Presiding Officer, the Associate Presiding Officer is charged with presiding over meetings of the Senate.

Paragraph 3. The Secretary is charged with internal Senate communications and correspondence and communications otherwise approved by the Presiding Officer of the Senate.

Paragraph 4. The Parliamentarian is charged with enforcing parliamentary procedures.

Section 4. Senate Officer Appointment Cycle

Paragraph 1. Nominations and voting for all Endorsed Candidates for officer positions will occur during the May meeting.

Paragraph 2. Nomination may be self-nomination or nomination from the at-large members of the Faculty Senate body, but all nominations must have a second affirming vote from another current Senator.

Paragraph 3. No member may be endorsed that has not completed the nomination process.

Paragraph 4. Any nomination that does not receive a second from another member of the current Senate body will not be considered viable.

Paragraph 5. Once nominations have been received, the Parliamentarian (or designee) will generate a ballot for distribution to the current Faculty Senate membership save the Presiding Officer.

Paragraph 6. Ballots may be paper or electronic but must be individually delivered to the Parliamentarian (or designee).

Paragraph 7. After tabulating the results for each Candidate, the Parliamentarian (or designee) of the Faculty Senate will release the percentage votes each Candidate received indicating the Candidates who won the endorsements of the Senate.

Paragraph 8. In the instance of a tie between candidates, a second vote following the distribution of voting ballots procedure may be undertaken. Alternatively, a secondary method may be agreed upon by all candidates for the tied position (such as a coin toss, card pull, or other random method) but may only be undertaken if all Candidates for the tied position agree in writing prior to the method being employed to be bound by the method and its results.

Paragraph 9. Within one week, the Parliamentarian will forward the Candidates who won the endorsements for officers of the Senate to the President of the University for review and consideration.

Paragraph 10. The President will then appoint an eligible faculty member.

Section 5. 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 the Presiding Officer, the position shall be filled by the Associate Presiding Officer who will serve as Interim Presiding Officer until the President of the University appoints a new Presiding Officer.

Paragraph 3. If a vacancy occurs in the positions of Associate Presiding Officer, the position shall be filled by the Secretary until the President of the University shall appoint a new officer. If a vacancy occurs in the position of the Parliamentarian, the position shall be filled through a special election.

Paragraph 4. Vacancies of elected Faculty Senators due to expired terms follow the election process.

Section 6. Elections

Paragraph 1. Before the scheduled March meeting date, the Committee on Nominations and Elections shall receive documented nominations for candidates. The committee shall certify that only qualified candidates appear on the Faculty Senate ballot.

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 April Faculty Senate 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 calendar 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 7. Expectations for Senators

Paragraph 1. Senators must maintain 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 8. Committees

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

Paragraph 2. The Executive Committee shall be composed of the Presiding Officer, Associate Presiding Officer, Secretary, and Parliamentarian.

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, Committee on the Faculty Handbook, and Committee on the Annual Administrator Advisory Review.

Paragraph 4. Except as hereinafter set forth, the Presiding Officer 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, will have such duties and responsibilities specified by the Presiding Officer 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 5. Except as hereinafter set forth, members on each committee may be appointed by the Presiding Officer 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 Presiding Officer of the Faculty Senate in consultation with the other officers. Faculty members from each School and College or rank may nominate candidate members for any committee. The composition of each committee shall be comprised of one member of the Faculty Senate as an ex-officio member and be representative of the composition of the Faculty Senate as a whole.

Article V. Meetings and Quorum

Section 1. Regular Meeting

Paragraph 1. The Faculty Senate shall hold regular meetings as laid out in the bylaws.

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. Rules and Procedures

Paragraph 1. The faculty council or senate shall conduct meetings at which a quorum is present in a manner that is open to the public and in accordance with procedures prescribed by the President of the University

Paragraph 3. The Faculty Senate will maintain Bylaws that adopt rules for establishing a quorum.

Paragraph 4. Unless otherwise outlined in the Charter, Bylaws, or special rules adopted by the Senate, Robert's Rules of Order Newly Revised shall govern all meetings of the Senate and committees.

Paragraph 5. The Faculty Senate will maintain Bylaws that will contain procedures for the Faculty Senate and its committees.

Paragraph 6: The Faculty Senate shall broadcast over the Internet live video and audio, as applicable, of each open meeting of the senate if more that 50 percent of the members of the senate are in attendance.

Paragraph 7: No later than seven days before a meeting of the Faculty Senate the following will be made available to the public on the Faculty Senate's page on the UNT Dallas website: the agenda for the meeting with sufficient detail to indicate the items that are to be discussed or that will be subject to a vote; and any curriculum proposals

426 reviewed by the senate that will be discussed or voted on at the meeting.

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428 Paragraph 8. The names of members in attendance must be recorded at a meeting in
429 which the senate conducts business related to a vote of no confidence regarding an
430 institution or system administrator or policies related to curriculum and academic
431 standards.

432 433 434 Article VI. General Membership Meetings

435 436 Section 1. Regular General Membership Meetings

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

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

445 446 Section 2. Special General Membership Meetings

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

450 451 Article VII. Amendments

452 453 Section 1. Charter

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455 Paragraph 1. The Faculty Senate Charter may be adopted or amended by a super
456 majority vote of the full membership of the Faculty Senate if the proposed Charter
457 amendments were submitted in writing to the Faculty Senate at a prior meeting.

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459 Paragraph 2: Amendments to the Faculty Senate Charter must be approved by the
460 President of the University.

461 462 Section 2. Bylaws

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

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467 Paragraph 2. The Faculty Senate Procedures Manual adopted in May 2022 is henceforth
468 known as the Faculty Senate Bylaws, retaining the purpose and structure stipulated in
469 the motion passed by the Faculty Senate.

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471 Paragraph 3. The Faculty Senate Bylaws may be adopted or amended by a simple
472 majority vote of the full membership of the Faculty Senate.