

**CONSTITUTION OF THE FACULTY SENATE**  
**Angelo State University**

**ARTICLE I. NAME**

The name of the organization shall be Faculty Senate of Angelo State University.

**ARTICLE II. OBJECTIVE**

Section 1. Representation

The Faculty Senate, as its primary duties, shall represent the faculty in all matters that reasonably and properly belong to the faculty, shall be empowered to act for and on behalf of the faculty, and shall participate in the governance of the University.

Section 2. Advisory Capacity

The Faculty Senate is advisory to the President of the University and the Vice-President of Academic Affairs (Provost); as such, provides for representative participation of the faculty as interested partners in decision-making and the effective management of the vital affairs affecting campus issues.

Section 3. Collaboration

The Faculty Senate cooperates with the Student Senate in promoting conditions for effective learning and fair treatment of the students.

The Faculty Senate also cooperates with the Alumni Association, the Staff Senate, and other campus and community organizations to promote the collective interests of ASU.

**ARTICLE III. ORGANIZATION**

Section 1. Membership

The faculty senate shall be composed of senators representing the teaching faculty of Angelo State University. The teaching faculty shall be defined as follows:

Those who are members of the faculty on full-time appointment. Adjuncts, regardless of the number of hours taught, and those in administrative positions who teach one-half time or less, shall not be considered as teaching faculty. Department chairs shall not be considered as teaching faculty since tenure and promotion decisions are among their responsibility.

## Section 2. Representation

Departmental representatives are known as “Senators.” Each department will have at least one teaching faculty representative.

## Section 3. Additional Representation

Large departments with cohorts of distinctly different disciplines or programs may petition the Senate for an additional Senator(s) to represent such cohorts. Approved additional Senators will serve a three-year term. The department may reapply to reinstate the additional Senator positions. If the department changes significantly in size or if college restructuring significantly alters the department in size or discipline, the Faculty Senate may amend the approval for additional representation.

Changes in the number of Senate seats require a 2/3 majority vote by the Senate.

# **ARTICLE IV. ELECTIONS**

## Section 1. Call for Nominations

The outgoing Senator will call for and collect nominations solely from the teaching faculty of their department, allowing at least one week to collect nominations. After all nominations have been collected, the outgoing Senator will select a day on which to open the election and disseminate a ballot to the teaching faculty of the department. Senators must be elected before the April meeting of the Faculty Senate.

## Section 2. Voting

The Senator for any department is elected solely by the teaching faculty of that department. The election can be held by any means as long as the election is open for a reasonable amount of time and is anonymous. Faculty members holding joint appointments may choose the department in which they wish to vote, provided that no faculty member votes in more than one department.

The newly-elected Senator will be introduced at the regularly scheduled Faculty Senate meeting held in April.

## Section 3. Tie Votes

Tie votes shall be resolved within the department by any method agreed upon by a majority of the teaching faculty of that department. If the outgoing senator cannot complete any portion of this process, then the Faculty Senate Parliamentarian shall complete that portion of the process on behalf of the outgoing Senator. If the Parliamentarian is unable to fulfill this role or is a member of that department, then the Faculty Senate President will appoint a Senator from another department to complete that portion of the process on behalf of the outgoing Senator.

#### Section 4. Violations

A violation of any part of this election process shall nullify the election and a new election process shall be implemented. If a department cannot elect a Senator by the regularly scheduled April meeting of the Faculty Senate, then the department will have no Senator for the upcoming senate year. The term of a senate position is three years whether or not a senator has been elected. Any Senator is elected to complete the time remaining for that senate position.

#### Section 6. Terms of Senators

The terms of Senators shall begin and end with the Senate year of July 1 through June 30 of the following year. Each Senator is elected for a term of three years.

#### Section 7. Vacancies

In the event a vacancy occurs before the completion of a term, a successor shall be elected from the respective department for the unexpired portion of the term.

In the event of a Senator's leave of absence, that Senator's place shall be filled temporarily by an alternate elected by the respective department. The Senator shall resume their place in the Senate upon return to the University.

#### Section 8. Elected Alternates

A department may provide an official alternate by electing an alternate in accordance with the election procedures in Article IV. The duly-elected alternate shall have voting privileges and represent their department on the Senate during the absence of the Senator.

### **ARTICLE V. RESPONSIBILITIES**

#### Section 1. Bylaws

The Faculty Senate shall establish its own rules, ~~of~~ procedures, and bylaws, including its quorum requirements by a 2/3 vote of its full membership.

Interpreting the constitution and bylaws and any relevant documents shall be executed by the Bylaws Committee upon request of the Faculty Senate President, or by majority vote of the senate during a meeting at which a quorum is present. The ruling must be given within one week of the request. After the Bylaws Committee ruling has been rendered, it can be overruled by a 2/3 vote of the Faculty Senate's full membership.

## Section 2. Officers and Committee Assignments

The Faculty Senate will elect officers from its membership, to include President, Vice-President, Parliamentarian, and Secretary, as provided by the bylaws. Election procedures, terms of office, and duties and responsibilities of officers are established in the bylaws. The President must be tenured before their term in office begins. A Senator may only occupy a single office at any time.

The Vice-President of the Faculty Senate is the President elect for the subsequent Senate year. If the Vice President of the Faculty Senate is in the third year of a term in the Senate, then such a person, if not re-elected, shall be granted a one-year extension as senator-at-large in order to fulfill the duties of the President of the Faculty Senate.

The Faculty Senate shall establish Senate committees, as provided by the bylaws. Standing committee appointments, chairperson elections, and responsibilities are established in the bylaws.

## Section 3. Meetings

The Faculty Senate shall establish scheduled meetings, as provided by the bylaws. All meetings of the Faculty Senate shall be open unless otherwise required by law or unless, when allowed by law, the Senate shall by motion, second, and majority vote declare a meeting or session to be closed or to continue as a closed meeting or session.

The Faculty Senate shall regularly report its activities to the faculty of the University and make minutes of senate meetings available to the faculty.

The Senate shall create and maintain an archival record of the minutes of all meetings of the Senate, official correspondences, policies of the Senate, and other official documents designated by the Senate or the President of the Faculty Senate.

## Section 4. Special Meetings

Special meetings of the Faculty Senate shall be called by the Senate President upon the request of at least thirty percent (30%) of the Faculty Senate's full membership.

## **ARTICLE VI. INITIATIVE, REFERENDUM, AND RECALL**

### Section 1. Initiative

Any Senator may request an item to be placed on the agenda. Any petition signed by twenty-five percent (25%) of the teaching faculty shall be sufficient to lay a proposal before the Faculty Senate.

### Section 2. Referendum

Any petition signed by twenty-five percent (25%) of the teaching faculty shall be sufficient to cause the president of the Faculty Senate to conduct a referendum of all teaching faculty on the matters contained in the petition.

### Section 3. Recall

Any petition signed by at least one-third of the members of any department shall be sufficient to cause a vote on recall of any of its representatives and the election of a replacement, such vote and election to be held by a method in conformity with Article IV.

## **ARTICLE VII. RATIFICATION AND AMENDMENT PROCEDURE**

### Section 1. Ratification

This Constitution shall be ratified at the moment of approval by a majority vote of the teaching faculty. The vote shall be either by written or electronic ballot. The vote shall take place within one month of approval by the Faculty Senate.

### Section 2. Amendment

An amendment to this Constitution may be proposed by a majority vote of the entire Senate membership.

A proposed amendment shall be ratified by a two-thirds (2/3) vote of the teaching faculty members voting, either by written or electronic ballot, provided that the amendment has been circulated to the teaching faculty at least one week prior to a vote. Voting on an amendment shall occur over the course of one business day from 8 A.M. to 5 P.M. of that business day.