

1 Existing bylaws are in black font.
2 Proposed additions are in blue underline font.
3 Proposed deletions are in ~~red-strikethrough font~~.
4 Faculty Standing Committees have been placed in alphabetical order, which changes many of
5 their section numbers from the previous version of these Bylaws.

6 **Collected Rules and Regulations**

7 **Faculty Bylaws and Tenure Regulations**

8 **Chapter 300: Faculty Bylaws**

9 **300.030 Faculty Bylaws of the Missouri University of Science and Technology**

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11 Bd. Min. 6-25-71, p. 35,936; Amended Bd. Min. 10-12-73, p. 36,845; Bd. Min. 10-31-75,
12 p. 37,462; Bd. Min. 11-13-81, 5-7-82 & 6-22-84; Bd. Min. 6-13-86; Bd. Min. 6-24-88; Bd. Min.
13 6-23-89; Bd. Min. 10-13-89; Bd. Min. 8-3-90, 7-30-92; Amended Bd. Min. 3-20-97; Bd. Min. 3-
14 22-02; Bd. Min. 10-16-03; Bd. Min. 11-30-07.
15

16
17 A. **Preamble** -- The faculty of the Missouri University of Science and Technology in order
18 to facilitate communications and to provide for effective academic governance, for
19 participation in decision making, and for shared responsibility in academic affairs, do
20 establish and subscribe to these Bylaws.

21 **B. Executive Authority**

- 22
23 1. **University** -- The President of the University of Missouri is its chief executive officer
24 and academic officer.
- 25 2. **Campus** -- The Chancellor of the Missouri University of Science and Technology is
26 the chief executive and academic officer of the campus. The Provost is the executive
27 officer for academic affairs.

28 **C. General Faculty**

- 29
30 1. **Membership** -- The General Faculty of the Missouri University of Science and
31 Technology consists of all tenured, tenure-track, and non-tenure track full-time
32 faculty members holding the rank of instructor or above, the President, the
33 Chancellor, the Provost, the Registrar, the Director of the Library, and any other
34 person who may be elected by a two-thirds majority vote of the General Faculty.
35 Voting members of the General Faculty are the full time tenured and tenure-track
36 faculty of the Missouri University of Science and Technology. All members of the
37 ~~g~~General ~~f~~Faculty have the right to participate in discussions.

- 1 2. **Duties, Powers, Responsibilities & Privileges** -- The primary functions of the
2 faculty are education, research and service. The responsibilities and functions of the
3 faculty are those derived from its authority to organize as granted to it by the Board of
4 Curators. It shall have such other authority as delegated to it by the President and/or
5 the Chancellor. The General Faculty is responsible for academic programs concerning
6 the Missouri University of Science and Technology or those involving more than one
7 Department, and for matters affecting the welfare of the institution, including but not
8 limited to: academic standards and courses of instruction; and general standards to be
9 met by educational, research, and service programs. The faculty may also make
10 recommendations to the Chancellor on: institutional facilities, personnel and
11 resources, professional standards, employment qualifications, tenure, promotion,
12 salary, retirement, and other factors affecting faculty morale and welfare; and student
13 affairs including health, welfare, conduct and morale of the students.
- 14 3. **Faculty Rights and Responsibilities**
- 15 a. **Academic Rights** -- Each faculty member has the right to freedom of inquiry,
16 discourse, teaching, research and publication, as well as the responsibilities
17 correlative with this right (as prescribed by the Board's Rules and Regulations).
- 18 b. **Civil Rights** -- Faculty members are not required to relinquish any of their
19 constitutional rights (as prescribed by the Board's Rules and Regulations).
- 20 c. **Employment Rights** -- Faculty members shall have rights consistent with their
21 continuous appointment or term appointment (during the term), except for cause,
22 retirement or financial exigencies (as stated in the Board's Rules and
23 Regulations).
- 24 d. **Notification of Appointment** -- Faculty members shall be notified of their
25 appointments promptly (as stated in the Board's Rules and Regulations).
- 26 e. **Right to be Kept Informed** -- The faculty shall be kept informed of actions and
27 activities of committees and executive officers, and of other occurrences that
28 pertain to the Missouri University of Science and Technology. Where possible
29 such information shall be made available to the faculty before being made
30 available to the general public.
- 31 4. **Officers of the General Faculty** -- The officers of the General Faculty shall consist
32 of the President of the University, the Chancellor, the President of the Faculty Senate,
33 a Secretary, and a Parliamentarian.
- 34 a. **Chancellor** -- The Chancellor of the Missouri University of Science and
35 Technology is the presiding officer of the General Faculty. The Chancellor
36 presides at meetings of the General Faculty but may extend this right to the
37 President of the University when present.

- 1 b. **President** -- The President of the Faculty Senate presides at meetings of the
2 General Faculty in the absence of or at the discretion of the Chancellor.
- 3 c. **Secretary** -- The Secretary is appointed by the Chancellor and need not be a
4 member of the General Faculty. The Secretary keeps minutes of the proceedings
5 of the General Faculty meetings. The Secretary is required to distribute an agenda
6 prior to each meeting, and the minutes after each meeting, to all members of the
7 General Faculty.
- 8 d. **Parliamentarian** -- The Parliamentarian is appointed by the Chancellor and must
9 be a member of the General Faculty.
- 10 5. **Meetings** -- All meetings are called by the Chancellor. A quorum shall consist of ten
11 (10) percent of the voting members when business described in the published agenda
12 is being considered and fifty (50) percent of the voting members when other items of
13 business are being considered.
- 14 a. **Regular Meetings** -- There shall be at least three (3) regular meetings of the
15 General Faculty each academic year.
- 16 b. **Special Meetings**
- 17 (1) Special meetings are called upon the request of the President of the
18 University; of the Chancellor; of the Faculty Senate; and by written petition of
19 five (5) percent of the members of the General Faculty.
- 20 (2) All Special Meetings shall be called within ten (10) school days after the
21 request is presented to the Chancellor.
- 22 (3) Only topics designated in the call for a Special Meeting may be discussed or
23 acted upon at said meeting.
- 24 c. **Notice of Meetings** -- Notice of all meetings of the General Faculty shall be sent
25 to each member of the General Faculty at least five (5) school days prior to the
26 meeting. Such notice includes the agenda for the meeting.
- 27 d. **Restriction on Voting at Regular Meetings** -- In general, business coming
28 before the General Faculty for action at a regular meeting shall be placed on the
29 agenda before coming to a vote. Any other matters may be placed before the
30 General Faculty and acted upon at a regular meeting without being placed on the
31 agenda, unless five (5) voting members of the General Faculty request a delay. If
32 such a request for delay is presented, the presiding officer delays the vote until the
33 next regular meeting of the General Faculty at which time the matter will
34 automatically be placed on the agenda, unless the matter has been acted upon at a
35 special meeting before the next regular meeting is held.

- 1 e. **Minutes of Meetings** -- Minutes of all General Faculty meetings will be
2 distributed by the Secretary to all members of the General Faculty within ten (10)
3 school days after the meeting.
- 4 f. **Rules of Order** -- Meetings of the General Faculty are conducted in accordance
5 with Robert's Rules of Order.
- 6

7 **D. Faculty Organizations** -- The primary functional unit of the faculty is the Department.
8 For its governing purposes the faculty is further organized into the
9 General Faculty, the Graduate Faculty, the Faculty Senate, Standing Committees, Judicial
10 Committees, and Special Programs.

11 **1. Departments**

12 **a. Organization and Membership**

- 13 (1) Departments are the primary functional units of the campus. The program of a
14 department is conducted by its faculty through the chair, who has general
15 responsibility over the department. The chair shall act as the administrative
16 representative of the department in its official relations with the University.
- 17 (2) Members of the department are all those members of the faculty who hold the
18 rank of Instructor or above in the department, and such other persons who
19 teach in or do research in the department and are accepted by a majority vote
20 of the department members.
- 21 (3) When the position of department chair is vacated, a search and screening
22 committee consisting of only individuals elected by the department
23 tenured/tenure track faculty will search for and screen applicants (in
24 accordance with ~~UMR~~ [Missouri S&T EEO/AA](#) procedures), will select
25 candidates to be interviewed, and will interview them with the assistance of
26 other faculty, administrators, staff, and students. Up to five candidates will
27 then be selected by a majority vote of the department tenured/tenure track
28 faculty, and the names of the selected candidates will be forwarded to the
29 Provost. The Provost then shall select one of the nominated candidates to be
30 the new department chair, or return the search to the committee with an
31 explanation of why the candidates are unacceptable or unavailable. The
32 committee will operate until a new department chair is selected.

33 **b. Operation and Meetings**

- 34 (1) Department meetings are held throughout the academic year and are
35 conducted according to democratic procedures. All matters concerning the
36 department are open to discussion.

1 (2) When a department position is to be filled, knowledge of the qualifications of
2 the applicants is to be made available to the department members. Their
3 opinions on the choice of candidates shall be sought by the chairperson before
4 final recommendations for appointment are submitted.

- 5 c. **Responsibility and Authority** -- Faculty members direct and perform the work
6 of instruction, coordinate and conduct research within the
7 department, and provide service within the University, to the academic
8 community, and to the public. They are also concerned about the internal
9 administration of the department and should be kept fully informed consistent
10 with 20.110 of the Collected Rules and Regulations about all matters related to
11 the department except any matter that is explicitly protected by written university
12 policy, or confidentiality or privacy laws preventing disclosure. Proposals for
13 changes in curriculum or courses may be initiated by the department and
14 submitted to the Curricula Committee. Each department, acting in accordance
15 with the Rules and Regulations established by the Board of Curators and Campus
16 Policy, shall have delegated directly to it by the General Faculty jurisdiction over
17 matters primarily of interest only to that department. This includes but is not
18 limited to: entrance requirements for degree programs; the curricula of the
19 department; action concerning petitions for changes in prescribed courses of study
20 presented by individual students enrolled in the department; decisions concerning
21 the scholastic standing of students enrolled in the department; recommendations
22 to the General Faculty concerning the granting of degrees to students enrolled in
23 the department; and primary responsibility for maintaining and improving the
24 academic excellence of the department. All academic coursework shall be offered
25 by departments, with the exception of courses offered through Special Programs.

26 2. Special Programs

- 27 a. **Definition of Special Programs.** Special Programs are academic programs that are
28 highly interdisciplinary, or for some other reason may not readily conform to the
29 Academic Department structure.
- 30 b. **Creation of Special Programs.** The Provost may propose, with the appropriate
31 academic rationale and suggested structure, that a Special Program be formed, or an
32 existing Special Program changed. The Provost forwards the proposed program, or
33 change to an existing program, with his/her recommendations, and the suggested
34 constituencies from which the Program Representatives will be drawn, to the Faculty
35 Senate for approval.
- 36 c. **Governance of Special Programs.** Each Special Program will be governed by a
37 Board of Program Representatives. The mechanism for selection of the Program
38 Representatives must be delineated in the Special Program proposal from full time,
39 ranked, faculty – to be elected by and from the faculty of the participating Academic
40 Departments. The election of Program Representatives shall be conducted by the

1 Provost, or his/her designee. The Provost will inform the Faculty Senate of the
2 composition of the Program Representatives upon initial creation of the Program, and
3 annually thereafter.

- 4 d. **Program Leader.** The Program Representatives shall normally select a Program
5 Leader from their ranks. The Program Leader is authorized, upon a vote of the
6 Program Representatives, to submit curricula changes to the ~~Faculty Senate via the~~
7 ~~Campus Curricula Committee~~ Provost, then the Campus Curricula Committee and
8 then the Faculty Senate for approval. The Program Leader may act as the approval
9 authority for items within the purview of the Program.
- 10 e. **Scope of Special Programs.** Special Programs shall not duplicate, or infringe, on
11 Academic Department responsibilities. Special Programs shall not offer Bachelors,
12 Masters or Ph.D. degrees, but may offer Certificates, Minors, or other
13 acknowledgements of a student's participation in a Special Program. Special
14 Programs may offer a limited number of courses provided they are no more than one
15 credit hour.
- 16 f. **Modification and Deletion of Special Programs.** Requests to alter the number of
17 Program Representatives, method of selection of Program Representatives, or the
18 Academic Departments which they represent, must be approved by both the Provost
19 and the Faculty Senate. Elimination of a Special Program also requires the approval
20 of the Provost and Faculty Senate.

21 3. Graduate Faculty

- 22 a. **Membership** -- The membership of the Graduate Faculty shall consist of the
23 following: The President of the University of Missouri, the Chancellor, the Provost,
24 all Academic Vice Provosts, chairs of departments authorized to offer graduate
25 degree programs, and other ranked members of the instructional and research faculty,
26 who are accepted under the rules of the Graduate Faculty to assume the
27 responsibilities and authorities delegated to it.
- 28 b. **Meetings** -- Regular meetings of the Graduate Faculty shall be held, upon the call of
29 the Provost, at least once each semester. The call for meetings shall be mailed to all
30 members of the Graduate Faculty at least one week in advance of the meetings. A
31 quorum shall consist of those members in attendance when considering items
32 included in an agenda sent to members at least one week in advance of the meeting.
33 No business shall be conducted on other items without a quorum consisting of fifty
34 (50) percent of the members of the Graduate Faculty. The Provost is the presiding
35 officer. Minutes of Graduate Faculty meetings shall be distributed to all members of
36 the General Faculty within ten days.
- 37 c. **Special Meetings** -- Special meetings are called upon the request of the Provost and
38 by written petition of five (5) percent of the membership of the Graduate Faculty. All

1 special meetings shall be called within ten (10) school days after the request has been
2 made.

3 d. **Responsibility and Authority** -- The Graduate Faculty, acting in accordance with the
4 Rules and Regulations of the Board of Curators and Campus Policy legislated by the
5 General Faculty, is responsible for the establishment of the policies, rules, and
6 regulations governing all graduate studies on the campus. Specific functions of the
7 Graduate Faculty are:

8 (1) To exercise responsibility for research and for creative or scholarly work on the
9 graduate level and to make recommendations to the Chancellor and the General
10 Faculty concerning the fostering of these activities.

11 (2) To have special regard for campus problems involving graduate students, to make
12 regulations concerning eligibility and requirements for graduate degrees and to
13 consider and to act on recommended curricula and course offerings within the
14 graduate programs.

15 (3) To recommend to the Chancellor, for presentation for approval to the General
16 Faculty, names of acceptable candidates for graduate degrees.

17 (4) To administer graduate fellowships, scholarships, and similar awards.

18 4. **Faculty Senate**

19 a. **Authority and Responsibility** -- The Faculty Senate is the legislative and policy-
20 making body of the General Faculty. It carries out the functions and responsibilities
21 assigned to it by the General Faculty and shall consider all matters referred to and by
22 the Board of Curators, the President of the University, the Chancellor, and individual
23 faculty members. The Faculty Senate, acting in accordance with the Rules and
24 Regulations of the Board of Curators and the General Faculty, formulates,
25 recommends and assists in the implementation of policies concerning the educational
26 and research operations of the campus and other matters affecting the welfare of the
27 campus, the faculty and the students.

28 b. **Membership and Voting Rights**

29 (1) Members of the Faculty Senate are elected ~~in August~~ during the second semester
30 of the academic year, and serve from ~~September~~ August 1 until the end of their
31 term.

32 (2) Faculty representatives are elected from and by each department as follows:
33 ~~E~~each department elects one representative for the first ten (10) or fraction
34 thereof, full-time faculty members in that department, and an additional
35 representative for each additional ten (10) full-time faculty members in that
36 department, rounded off to the nearest ten (10) faculty members, with five (5)
37 being rounded upward.

1 (3) Ex officio non-voting members of the Faculty Senate consist of the Officers of the
2 Faculty Senate as described elsewhere in these Bylaws, Provost, ~~and~~ Vice
3 Chancellor for Student Affairs, Registrar, Staff Council President, Student
4 Council President and Vice President, and Council of Graduate Students
5 President. If a Faculty Senate officer is also an elected department representative,
6 they will retain their voting rights. The Faculty Senate President always has the
7 right to vote, if required to break a tie.

8 (4) All members of the General Faculty are eligible to vote for, to be elected to, and
9 to serve on the Faculty Senate.

10 (5) **Terms of Office**

11 (a) Departmental representatives serve two-year (2-year) terms. Any departmental
12 representative unable to serve during a given semester will be replaced by
13 special election in the department. The replacement either finishes the term or
14 serves the semester in question, at the discretion of the department.

15 (b) Student members are selected to a 1-year term.

16 (c) **Officers of the Faculty Senate** -- The officers of the Faculty Senate consist
17 of a Past President, President, President-Elect, Secretary and Parliamentarian,
18 all of whom must be members of the General Faculty. The new officers, with
19 the exception of the Past President, are elected annually ~~from the membership~~
20 ~~of the Faculty Senate by its voting members~~. The election is held during ~~the~~
21 ~~meeting in which the new members are seated~~ the last regular meeting of the
22 second semester of the academic year, and the officers begin their duties
23 August 1. ~~The Past President presides at the meeting for electing new officers~~

24 (1) The President presides at the meetings of the Faculty Senate. The
25 President is the official spokesman of the Faculty Senate and maintains
26 open communications with the faculty, administration and students. The
27 President is responsible for supervising all authority delegated by the
28 Faculty Senate and execution of decisions made by the Faculty Senate.

29 (2) The President-Elect serves in the capacity of the President during the
30 latter's absence, or upon the President's request. The President-Elect is also
31 an assistant to the President.

32 (3) The Secretary is responsible for all records, minutes, resolutions, and
33 correspondence of the Faculty Senate. The Secretary supervises the
34 publications of the agenda and the minutes of the meetings. The minutes
35 shall be distributed by the Secretary of the Faculty Senate to all members
36 of the General Faculty within ten (10) days after the meeting.

1 (4) The Parliamentarian makes recommendations on questions of
2 parliamentary procedure for the Faculty Senate.
3

4 **c. Meetings and Rules of Order**

5 (1) The Faculty Senate meets on a Thursday (determined by the Faculty Senate) at
6 1:30 p.m., at least three times each semester and once during the summer term.
7 Faculty Senate members shall be relieved from other time-conflicting duties, and
8 this time is considered to be a part of their full-time effort.

9 (2) Agenda of the Faculty Senate meetings are distributed to all faculty members no
10 later than one week in advance of the meetings.

11 (3) Meetings of the Faculty Senate are conducted in accordance with Robert's Rules
12 of Order. Should a conflict arise among Robert's Rules of Order, the Bylaws of
13 the General Faculty, and the Procedural and general Resolutions for the Faculty
14 Senate, the order of precedence shall be first the Bylaws, second the Procedural
15 and general Resolutions, and then Robert's Rules of Order.

16 (4) Faculty Senate meetings are open to the public, but only the members are entitled
17 to vote.

18 (5) Two-thirds of the voting membership of the Faculty Senate constitutes a quorum.

19 (6) The effective date of all actions is thirty (30) days after the action has been
20 communicated to the faculty, unless four-fifths of the Faculty Senate members
21 approve a motion that an action become effective immediately or unless action to
22 veto or amend is initiated by the General Faculty within the thirty (30) day period.
23 No action taken by the Faculty Senate shall be implemented prior to its
24 certification at a meeting of the General Faculty if a petition to veto or to amend
25 such action is submitted to the Chancellor by more than ten percent of the
26 members of the General Faculty.

27 (7) Special Meetings -- Special Meetings are called upon the request of the President
28 of the University; of the Chancellor; of the President of the Faculty Senate; and,
29 by written petition of five (5) percent of the members of the Faculty Senate.

30 (a) All special meetings shall be called within ten (10) school days after the
31 request is presented to the President of the Faculty Senate.

32 (b) Only topics designated in the call for a special meeting may be discussed or
33 acted upon at said meeting.

34 **d. Delegation of Authority**

35 (1) Since the authority of the Faculty Senate is delegated to it by the General Faculty,
36 it is subject to over-rule by the General Faculty.

1 (2) All authority delegated by the Faculty Senate to committees or individuals is
2 subject to revocation by the Faculty Senate.

3 (3) Standing Committees of the General Faculty shall report to the Faculty Senate at
4 regular meetings upon one week's notification by the President or President-Elect
5 of the Faculty Senate.

6 **5. Standing Committees:**

- 7 a. Standing Committees report to the Faculty Senate. Standing Committees report
8 through the Faculty Senate unless otherwise provided for in these Bylaws. These
9 committees formulate and recommend actions and policies in the assigned area of
10 each. Authority to act is limited to the specific functions for which this power is
11 delegated in the following sections of these Bylaws or the functions prescribed by the
12 Board of Curators in its Rules and Regulations.
- 13 b. Each Standing Committee prepares an annual report to be distributed to all faculty
14 members. The Standing Committees shall monitor and assess the status and
15 implementation of their policy recommendations. The policies, implementation
16 details, and assessments shall be included in the annual report.
- 17 c. A faculty member shall serve on no more than two (2) Standing Committees,
18 excluding the Rules, Procedures and Agenda (RP&A) Committee at the same time. If
19 any department lacks sufficient faculty members for representation on all Faculty
20 Senate committees, that department may select representatives to serve on
21 committees of its choice until such time as the number of faculty members increases
22 to the point where the department can be represented on all committees. All full-time
23 students in good standing are eligible to serve on committees.
- 24 d. Whenever possible, Standing Committees shall organize ~~prior to September 1~~ during
25 the second semester of the academic year, and be responsible for their duties from
26 ~~September~~ August 1 through ~~August~~ July 31 of the following year.
- 27 e. The Chancellor may appoint one non-voting member to any standing committee, for a
28 one-year (1-year) term.
- 29 f. Chairs of standing committees shall be tenured faculty. Department chair ~~persons~~, and
30 other persons who devote 50% or more of their time to administrative duties shall not
31 be eligible to serve as standing committee chairs. Committee chairs shall be elected
32 annually, from and by the membership of the committee, unless otherwise provided
33 for in these Bylaws.
- 34 g. The Rules, Procedures and Agenda (RP&A) Committee has the right to call a meeting
35 of any standing committee. Upon a determination by RP&A that a standing
36 committee is not acting in a timely manner on an issue it has been asked to address,
37 RP&A can call a meeting of the committee and appoint an ad hoc chair for that
38 meeting.

1 h. Judicial committees are not subject to the provisions applicable to standing
2 committees.

3 **6. Faculty Standing Committees**

4 **a. Academic Freedom and Standards Committee**

5 (1) This committee is concerned with the academic freedom of faculty and promoting
6 academic excellence. It recommends and reviews policies concerning
7 requirements for admission, graduation and academic standards.

8 (2) Each Department may nominate one faculty member for service on the Academic
9 Freedom and Standards Committee. The Faculty Senate will select from the
10 nominees eight (8) faculty members to serve on the committee. Faculty members
11 serve a two-year (2-year) term with approximately one half elected each year.

12 **b. Administrative Review Committee**

13 (1) This committee sets policies and procedures for review of campus administrators.
14 The committee recommends the evaluation questionnaires and a plan/schedule for
15 conducting reviews to the Faculty Senate. The committee conducts the reviews;
16 oversees the sending of the evaluation forms to the evaluating persons; oversees
17 the collection and collation of the resulting evaluations; and, along with the
18 officers of the Faculty Senate, reviews and forwards the results of the evaluation.

19 (2) The committee consists of four (4) representatives nominated by the Rules,
20 Procedures and Agenda Committee (with the possibility of nominations from the
21 floor) and elected by a vote of the Faculty Senate. Committee members serve for
22 two (2) years, terms to be staggered with the election of two faculty members
23 each year, and shall be full-time, tenured faculty members with an administrative
24 component of 50% or less.

25 **c. Budgetary Affairs Committee**

26 (1) This committee makes recommendations to the Faculty Senate, the Chancellor
27 and the Vice-Chancellor of Administrative Services on matters concerning the
28 long-range vision of the campus; plans to fulfill this vision; and budgetary matters
29 as a consequence of the vision. This includes, but is not limited to: all matters of a
30 budgetary nature; and policies and priorities for strategic action plans. The
31 committee studies the Campus budget, keeps informed of its preparation and
32 status, and consults with and advises the Chancellor on all matters pertaining to
33 budgetary affairs.

34 (2) Each department may nominate one faculty member for service on the Budgetary
35 Affairs Committee. The committee consists of two faculty members elected from
36 and by the Faculty Senate, four (4) elected by the Faculty Senate from the
37 Department nominations, two from and by the Graduate Faculty, one student
38 chosen by the Student Council, and one administrative member appointed by the

1 Chancellor. Elected members serve for a two-year (2-year) term, one half elected
2 each year.

3 **d. Campus Curricula Committee**

4 (1) This committee acts as advisor and coordinator in regard to the disciplinary
5 appropriateness and quality of curricula proposals and all course offerings.
6 Proposals for curricula and course changes shall be submitted to the Campus
7 Curricula Committee via the Discipline Specific Curricula Committee (DSCC)
8 associated with the proposal. The DSCC recommendations shall be submitted
9 with the proposal. Special Programs are not normally associated with a DSCC,
10 and may submit proposals directly to the Campus Curricula Committee. Within
11 two weeks after receipt of the proposal, the Campus Curricula Committee shall
12 distribute copies to all departments. Counter proposals submitted to the committee
13 by the department representative of the concerned department should be
14 considered when the original proposals are discussed. The recommendation of the
15 committee shall be forwarded to the Faculty Senate for appropriate action.

16 (2) The Campus Curricula Committee will submit proposals for new graduate
17 programs or significant changes to existing graduate programs to the Graduate
18 Faculty for approval prior to being considered by the Faculty Senate.

19 (3) The committee consists of representatives from the Faculty Senate, Graduate
20 Council and DSCC committees. Two (2) faculty members will be elected from
21 and by the Faculty Senate, each serving a two-year (2-year) term. The Senate will
22 attempt to stagger the terms of the representatives. The Curricula Committee of
23 the Graduate Council will elect one (1) representative to serve a two-year (2-year)
24 term. The program leader of each DSCC will be an ex-officio, voting, member of
25 the Campus Curricula Committee. ~~two (2) faculty members elected from and by~~
26 ~~the Faculty Senate, the program leader of each DSCC, and one member elected by~~
27 ~~the Curricula Committee of the Graduate Council. Elected members serve a 2-~~
28 ~~year term with approximately one half elected each year.~~

29 **e. Committee for Effective Teaching**

30 (1) This committee makes recommendations to the Faculty Senate, and the Provost,
31 regarding the instruments used for student evaluation of teaching, the procedures
32 for conducting these evaluations, and policies related to the public disclosure of
33 the evaluation results. The scope of the committee's responsibilities includes all
34 aspects of teaching in courses with academic credit.

35 (2) In addition to student evaluations, the committee may consider alternate methods
36 of evaluating teaching, may suggest methods for improving teaching, and makes
37 recommendations on the selection process and criteria for campus-wide teaching
38 awards.

1 (3) The committee consists of one faculty member, elected from, and by, each
2 department desiring representation, one student selected by the Student Council,
3 one graduate student selected by the Council of Graduate Students. Faculty
4 representatives serve for three-year (3-year) terms, and students serve for one (1)
5 year. In addition, the Provost may appoint up to three (3) non-voting members to
6 this committee.

7
8 **f. Discipline Specific Curricula Committees**

9 (1) One, or more, Discipline Specific Curricula Committees (DSCC) shall be created.
10 These committees will assist in coordinating curricula proposals generated by the
11 degree programs specified in their charters.

12 (2) The Provost shall propose, with disc academic rationale and suggested structure
13 that Discipline Specific Curriculum Committees (DSCC) be formed. The Provost
14 forwards the proposals with his/her recommendations, and the suggested
15 constituencies from which the committee members will be drawn, to the Faculty
16 Senate for approval.

17 (a) Every DSCC shall be identified by a discipline name.

18 (b) Every degree program shall be associated with one, and only one, DSCC.
19 This association will be stated in the charter of each DSCC, and may be
20 altered only with the approval of the Provost and the Faculty Senate.

21 (c) Each DSCC program leader shall serve a one year term, and be elected from,
22 and by, its members. The DSCC program leader shall be an ex-officio,
23 voting, member of the Campus Curricula Committee.

24
25 **g. Facilities Planning Committee**

26 (1) This committee studies and makes recommendations to the Faculty Senate and the
27 Chancellor concerning policies and priorities for physical facilities, including
28 buildings, equipment, and land acquisition and use. The committee also makes
29 recommendations to the Faculty Senate on policy pertaining to parking, security,
30 traffic and matters affecting campus safety.

31 (2) Each Department may nominate one faculty member for service on the Facilities
32 Planning Committee. The committee shall consist of three (3) faculty members
33 elected from and by the Faculty Senate; four (4) elected by the Faculty Senate
34 from the list of department nominees; one administrative member appointed by
35 the Chancellor, one student selected by the Student Council, and one graduate
36 student selected by the Council of Graduate Students and one non-voting member
37 selected by the Chief Information Officer. Faculty members shall serve for a two-

1 year (2-year) term with approximately one half selected each year. The remaining
2 committee members shall be elected, or appointed, annually.
3

4 **h. Honorary Degrees Committee**

- 5 (1) ~~This committee reviews recommendations from the faculty for Honorary Degrees~~
6 ~~and submits its selection to the Board of Curators after a three fourths vote of~~
7 ~~approval of the General Faculty. These recommendations with supporting~~
8 ~~information must be submitted to the committee chair. Only those persons thus~~
9 ~~recommended shall be considered by the committee. All recommendations shall~~
10 ~~be held in strict confidence, and public announcements will be made only by the~~
11 ~~Board of Curators or its representatives.~~

12 This committee meets at least annually, and reviews all current and previous
13 recommendations from the Campus for honorary degrees. The committee shall
14 submit its recommendations to the Chancellor. After appropriate review by the
15 UM System President and Board of Curators, a list of candidates is then submitted
16 to the General Faculty, which may award the degrees through a three-fourths
17 vote. All names shall be held in strict confidence, with public announcements
18 made only by the Board of Curators, or the Chancellor.

- 19
20 (2) Each Department may nominate one (1) faculty member for service on the
21 Honorary Degrees committee. The committee consists of the Provost and four (4)
22 elected by the Faculty Senate from the list of department nominees. Elected
23 committee members serve one-year (1-year) terms.

24 **i. Information Technology / Computing Committee**

- 25 (1) This committee advises the Provost and the Chief Information Officer on the
26 formulation and implementation of information technology (IT) and computing
27 activities on campus. These activities include but are not limited to networking,
28 email, academic computing, electronic data bases, web publishing, distance
29 learning, electronic classrooms, academic software and procurement of equipment
30 for faculty, student and staff desktops and campus IT/computing facilities.
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- 32 (2) The voting members of the committee consists of one ~~member~~ person elected
33 from each academic department desiring representation, the Director of the
34 Library or his/her appointee, two students selected by the Student Council, and
35 one graduate student selected by the Council of Graduate Students. The non-
36 voting members of the committee include the Provost, the Vice Chancellor for
37 Administrative Services and the Chief Information Officer ~~serve as ex-officio~~
38 ~~members.~~ Faculty members Department representatives serve for a three-year (3-

1 year) term with approximately one third ~~of the membership~~ elected each year. The representative of the library serves for a three-year (3-year) term, while students serve for one year. Subcommittees may be formed by the committee to assist in timely decision making.

5 **j. Intellectual Property Committee**

6 (1) This committee is concerned with the formulation and implementation of intellectual property policies and procedures. It reviews and makes recommendations to the Faculty Senate, Chancellor and Provost on patent and copyright matters.

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10 (2) The committee consists of seven (7) members of which six (6) are faculty members elected by the Faculty Senate and one (1) is an administrative member appointed annually by the Provost. The faculty members shall serve for two (2) years with three (3) members elected each year. The committee shall be chaired by a faculty member. Priority for nominated members should be those with patent and/or copyright experience and appropriate representation from engineering, liberal arts, management and science academic departments.

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18 **k. Library and Learning Resources Committee**

19 (1) This committee makes recommendations to the Faculty Senate and appropriate administrative officials with respect to the administration of the Library and Learning Resources facilities and on rules governing use by students, faculty, and others. It shall consider all problems concerning the operation of the Library and its facilities.

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24 (2) Each Department may nominate one (1) faculty member for service on the Library and Learning Resources Committee. The committee consists of eight (8) elected by the Faculty Senate from the list of department nominees with each faculty member serving a two-year (2-year) term with approximately one half to be elected each year; one graduate student selected by the Council of Graduate Students and one undergraduate student to be selected by the Student Council and the Director of Library and Learning Resources.

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31 **l. Personnel Committee**

32 (1) This committee recommends to the Faculty Senate general policies on the conditions of appointment, employment, compensation, and retirement of faculty and administrative officers. Also, it recommends reporting schemes and procedures regarding the annual salary and wage raise pool.

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36 (2) Each Department may nominate one faculty member for service on the Personnel Committee. The committee consists of two faculty members elected from and by the Faculty Senate, four (4) elected by the Faculty Senate from the list of

1 department nominees, one (1) [faculty](#) member elected from and by the Graduate
2 Faculty, one (1) member selected by the Staff Council, and one (1) administrative
3 member appointed by the Chancellor. Elected members serve a two-year (2-year)
4 term with approximately one half elected each year.
5

6 **m. Public Occasions Committee**

- 7 (1) This committee makes general plans for University-sponsored assemblies,
8 programs and public occasions such as University Day, Parents Day,
9 Homecoming, and Commencement. It recommends policy for faculty and student
10 programs, guest speakers and ad hoc events. The committee may appoint special
11 subcommittees and delegate its responsibilities in order to assure appropriate
12 preparation and execution of these activities. It also supervises a calendar of
13 events for the campus and approval of intercollegiate athletic schedules.
- 14 (2) The committee consists of six (6) [faculty](#) members elected from and by the
15 General Faculty, one administrator appointed by the Chancellor, three (3) students
16 selected by the Student Council, and one (1) student selected by the Council of
17 Graduate Students. Faculty members shall serve for a two-year (2-year) term with
18 one half elected each year.

19 **n. Rules, Procedures and Agenda Committee**

- 20 (1) This committee oversees the application of these Bylaws and any Rules and
21 Regulations of bodies established by them. It may investigate and make
22 recommendations on procedure to the Faculty Senate. It may also ~~prepare drafts~~
23 ~~for amending the Bylaws.~~ [review the Bylaws and initiate Bylaws changes](#)
24 [consistent with the process described elsewhere in these Bylaws.](#)
- 25 (2) The committee is responsible for the conduct and supervision of Faculty Senate
26 and General Faculty elections. It shall receive nominations from the faculty for
27 elections, adding, but not deleting, names as necessary to provide candidates for
28 all offices and committees and shall obtain the consent of all nominees. The
29 committee shall also be responsible for submitting slates of candidates nominated
30 for serving on the standing committees for Faculty Senate elections, [appropriately](#)
31 [distributed among the disciplines](#). In the event that nominations for committees
32 from departments are fewer than the number of positions to be filled, RP&A may
33 add additional departmental nominees to fill the positions which would otherwise
34 become vacant.
- 35 (3) It is the responsibility of this committee to prepare the agenda for Faculty Senate
36 meetings and to assist the Secretary of the General Faculty in the preparation of
37 the agenda for General Faculty meetings.
- 38 (4) The voting members of the committee consists of the Past President, the
39 President, President-Elect, Secretary, and Parliamentarian of the Faculty Senate;

1 one graduate student selected by the Council of Graduate Students; one student
2 selected by the Student Council; and the chairs of the following standing
3 committees: Academic Freedom and Standards, Budgetary Affairs, Curricula,
4 Facilities Planning, Personnel, Student Affairs and Tenure. Other Faculty
5 Standing Committee chairs are ex-officio non-voting members.

- 6 (5) The Past President chairs this committee. If the Past President is unable to serve,
7 the committee will elect a chair.

8 **o. Student Affairs Committee**

- 9 (1) This committee makes recommendations to the Faculty Senate regarding
10 relationships between students and ~~UMR~~ S&T, including, but not limited to, the
11 following: student-teacher relationships; student-administration relationships;
12 scheduling of classes and examinations; budgeting and distribution of funds paid
13 by students for student activities; rules and regulations pertaining to student
14 housing, health and services for students, University counseling services,
15 departmental advisement practices; rules and regulations pertaining to student
16 organizations, including varsity and intramural athletics; oversight and discipline
17 of student organizations, including review of all sanctions, withdrawals or denials;
18 operations of the University Center; student publications; and civil rights of all
19 students. The committee may appoint subcommittees and delegate its
20 responsibility to them. Members of such subcommittees need not be members of
21 the Faculty Senate or the Student Affairs Committee.

- 22 (2) Each department may nominate one (1) faculty member for service on the Student
23 Affairs committee. The committee consists of four (4) elected by the Faculty
24 Senate from the list of department nominees, one (1) elected from the Faculty
25 Senate; four (4) students selected by the Student Council; one (1) student selected
26 by the Council of Graduate Students. The Director of Student life, the Vice
27 Chancellor for Student Affairs, and the Registrar are ex-officio non-voting
28 members of the committee.

29 **p. Student Awards and Financial Aids Committee**

- 30 (1) This committee recommends policies regarding the administration of student
31 awards and financial aids, including loans and scholarships, consistent with
32 specifications of the respective donors and grantors. It shall be the duty of the
33 committee to consider and rule on appeals that may be submitted by students
34 regarding awards and financial aids.

- 35 (2) The committee consists of three (3) faculty members elected from and by the
36 Faculty Senate, two (2) faculty members elected from and by the General Faculty,
37 two (2) undergraduates selected by the Student Council, one (1) graduate student
38 selected by the Council of Graduate Students, the Provost, the Director of Student
39 Financial Aid, and such other appointees as the Chancellor names. Each member

1 has voice and vote when considering new or revised policy. When considering
2 student appeals, only the elected faculty members, the Provost and the Director of
3 Student Financial Aid have voice and vote. At the request of the appealing
4 student, the undergraduate members--for an undergraduate--or graduate student
5 member--for graduate students--may participate with voice and vote. Faculty
6 [members](#) are elected for two-year (2-year) terms; students are selected annually.

7 **g. Tenure Committee**

- 8 (1) This committee is concerned with the tenure rights of faculty. It functions
9 according to the principles stated in the Academic Tenure Regulations adopted by
10 the University of Missouri Board of Curators. It may also make recommendations
11 for policy changes through the Faculty Senate to the Board of Curators. It serves
12 as the hearing committee for cases of research dishonesty.
- 13 (2) This committee consists of one (1) [faculty](#) member from each academic
14 department whose faculty is eligible for tenure. The faculty of each academic
15 department shall, during the second semester of each academic year, elect one of
16 its eligible faculty [members](#) to membership on the committee to serve for the
17 following academic year, and also elect an alternate [faculty](#) member who shall
18 serve whenever the regular committee member is unable to serve.
- 19 (3) [Faculty](#) members shall be elected from the eligible Professors on continuous
20 appointment. If there are no eligible Professors within a department, then ~~the~~
21 [faculty](#) members shall be elected from the eligible Associate Professors. Vice
22 Provosts, department chair~~person~~, and other persons who devote 50% or more of
23 their time to administrative duties shall not be eligible for membership on the
24 committee.
- 25 (4) During the second semester of each academic year, the committee shall place the
26 names of three (3) of its [faculty](#) members in nomination before the General
27 Faculty for election to two-year (2-year) terms on the University-Wide Tenure
28 Committee. In the general election, each General Faculty member shall vote for
29 two (2) of the nominees. The nominee receiving the largest number of votes shall
30 fill the position of member of the committee. The nominee receiving the next
31 largest number of votes shall serve as the alternate member.

32 **7. Judicial Committees**

33 **a. Grievance Hearing Panel**

- 34 (1) This panel is concerned with the fair and equitable resolutions of faculty
35 grievances with the University. It functions according to the principles stated in
36 the Academic Grievance Procedure adopted by the University of Missouri Board
37 of Curators. It may also make recommendations for policy changes through the
38 Faculty Senate to the Board of Curators.

1 (2) This panel consists of thirty (30) faculty members, fifteen (15) selected by the
2 Faculty Senate and fifteen (15) appointed by the Chancellor. Members will serve
3 a three-year (3-year) term. One third of the panel will be chosen by the Faculty
4 Senate and the Chancellor each year.

5 **b. Parking, Security and Traffic Committee**

6 (1) The committee oversees application of rules and regulations concerning parking
7 and traffic. It functions according to the principles stated in the Board of Curators'
8 description of the [UMR S&T](#) Traffic Regulations.

9 (2) Each Department may nominate one (1) faculty member for service on the
10 Parking, Security and Traffic committee. The committee shall be composed of
11 twelve (12) [faculty members](#) elected by the Faculty Senate from the list of
12 department nominees for a two-year (2-year) term with one half being elected
13 each year, two undergraduate students selected by the Student Council, one
14 graduate student selected by the Council of Graduate Students, one member
15 selected by Staff Council, and the Director of the Physical Plant. Student terms
16 shall be for one year. The Director of the University Police shall be a member ex
17 officio. Two (2) additional committee members may be appointed by the
18 Chancellor. The Chancellor shall designate one of the faculty committee members
19 as chairperson.

20 **c. Student Conduct Committee**

21 (1) This committee conducts hearings and makes dispositions under the Rules and
22 Procedures in Student Conduct Matters as provided in Section 200.020 of the
23 Collected Rules and Regulations of the University of Missouri. It may also
24 provide aggregate information regarding its decisions to the Faculty Senate,
25 and make recommendations on policies relating to student discipline to the
26 Faculty Senate for forwarding to the Board of Curators.

27 (2) The committee consists of members as prescribed by the Board of Curators.
28 All members of the committee shall have the same voting privileges and
29 responsibilities. Faculty members serve two-year (2-year) terms with
30 approximately one half elected each year.

31 **d. Student Scholastic Appeals Committee**

32 (1) This committee establishes procedures for individual student scholastic
33 appeals. The committee shall consider and rule on all
34 individual cases of appeal relating to student scholastic performance,
35 including but not limited to: graduation with honors, probation and dropping
36 from school, readmission after being dropped for scholastic reasons,
37 scholastic deficiencies and evaluation of credit and transfer of credits, grades
38 and honor points from other campuses to [UMR S&T](#). It serves as an appeal

1 board for cases of students on scholastic probation who are involved in the
2 activities of organizations.

- 3 (2) The committee shall consist of eight (8) members; three faculty members
4 elected from and by the Faculty Senate, two elected from and by the General
5 Faculty, two student members selected by the Student Council, and one
6 student selected by the Council of Graduate Students. Faculty members serve
7 a two-year (2-year) term with approximately one half elected each year.
8 Student members serve a one-year (1-year) period.

9 e. **Tuition and Residence Committee**

- 10 (1) This committee assists the Cashier, when requested, in determining the
11 residence status of a student relative to the required non-resident tuition fees
12 established under the applicable regulations of the Board of Curators. The
13 committee also considers properly filed appeals by students taking exception
14 to the Cashier's ruling relative to their residence or tuition status.
- 15 (2) This committee consists of three faculty members and three administrative
16 members appointed for a one-year (1-year) term by the Chancellor, who shall
17 designate one member as Chair.

18 8. **Special Committees**

- 19 a. Special Committees addressing issues not presently the purview of the Faculty
20 Standing Committees or Judicial Committees may be authorized from time to time, as
21 needed, by the Chancellor, General Faculty, Faculty Senate, and departments.
22 However, when the faculty or the administration establishes any committee having
23 campus-wide responsibilities or authority, they shall file with the Secretary of the
24 Faculty Senate a statement specifying the responsibilities, authority and composition
25 of the committee, together with a list of current members. ~~A catalog of such existing~~
26 ~~committees shall be circulated to the faculty annually by the Secretary of the General~~
27 ~~Faculty~~
- 28 b. When deemed appropriate by the Chancellor, by the General Faculty, or by the
29 Faculty Senate reports of Special Committees shall be distributed to all members of
30 the General Faculty. Each Special Committee shall prepare an annual report to be
31 made available to all faculty members
- 32 c. Whenever possible, Special Committees shall be organized prior to ~~September~~
33 ~~August~~ 1 and be responsible for their duties from ~~September~~ ~~August~~ 1 through ~~August~~
34 ~~July~~ 31 of the following year.

35
36 E. **Student Regulations**

- 1 1. The Student Council is the recognized spokesman for the undergraduate students to
2 the Faculty, and the Council of Graduate Students of the Missouri University of
3 Science and Technology for the graduate students.
- 4 2. Rules and disciplinary regulations which apply to students and the "University of
5 Missouri Rules of Procedure in Student Disciplinary Matters" shall be printed in the
6 "Manual of Information" and distributed to all students.
- 7 3. Student Participation in Academic Governance
 - 8 a. Students shall be eligible to serve on the Faculty Senate and/or on committees as
9 designated by these Bylaws.
 - 10 b. Individual students and student organizations may recommend changes in policies
11 governing students to the appropriate committee. These recommendations, when
12 submitted in writing, must be considered promptly by the committee, and the
13 students informed in writing of the disposition of the recommendations.

14
15 **F. Rules and Regulations** -- All committees and any other permanent body established by
16 these Bylaws, shall make rules and regulations necessary for the successful operation of
17 their organizations by at least a simple majority of the body. Copies shall be filed with
18 the Secretary of the General Faculty for general availability.
19

20 **G. Amending the Bylaws** -- Amendments may be proposed by twenty (20) faculty members
21 of the General Faculty by submitting them to the Rules, Procedures, and Agenda
22 Committee. This committee must transmit the proposal to the General Faculty within
23 fifteen (15) school days and then include the proposal in the agenda of the next General
24 Faculty meeting. Voting on the proposed amendment shall be by a mail ballot and shall
25 take place within fifteen (15) school days after completion of its consideration at a
26 meeting of the General Faculty. A two-thirds (2/3) majority of those voting shall be
27 required for the adoption of the proposed amendment. If adopted, the amendment will
28 become effective immediately upon approval by the Board of Curators.

29 ~~**H. Publication of the Bylaws** At the beginning of each fall semester the Secretary of the
30 General Faculty shall make a current edition of these Bylaws available to each faculty
31 member, upon request. A list of the names of the officers of the General Faculty and of
32 the officers and members of the Faculty Senate and all Standing Committees established
33 by the Bylaws shall be distributed to each faculty member. Current copies of the Bylaws
34 shall be made available to deans and department chairs for distribution to prospective
35 faculty members.~~

36 **H. Publication of Bylaws and Committee Membership** The Secretary of the General
37 Faculty shall maintain, on a publically accessible, open, location (such as a worldwide
38 web site), the current edition of these Bylaws, a list of the officers of the General

1 Faculty, a list of the officers and members of the Faculty Senate, and the membership of
2 all Standing and Judicial committees defined elsewhere in these Bylaws. The name,
3 responsibilities, authority and current members of all other committees which have
4 campus-wide responsibilities or authority will be similarly posted. The information shall
5 be updated within thirty (30) days of any change in committee status.