

Proposed Amendments to the Missouri S&T Faculty Bylaws

Ad-Hoc Bylaws Revision Committee

March 6, 2009

Diana Ahmad - History & Political Science

Levent Acar - Electrical & Computer Engineering

Frank Blum – Chemistry / FS Past President

Neil Book – Chemical & Bio. Engineering / FS Parliamentarian

Doug Carroll – Academic Affairs / FS President

Michael Davis – Economics

Barbara Hale – Physics

Lance Haynes - Arts, Languages & Philosophy

K. M. Isaac – Mechanical & Aero. Engineering / FS Secretary

Kurt Kosbar - Electrical & Computer Engineering

Donald Myers - Engineering Mgt & Sys Engineering

Michael Schulz – Physics / FS President Elect

Jeffrey Smith - Materials Science & Engineering

Klaus Woelk – Chemistry

- 20 Faculty submit proposal to RP&A
 - » Use Faculty Senate as “20 Faculty”?
 - » Run by UM Legal
 - » Discuss with administration
- General Faculty discuss
- General Faculty vote by mail following meeting
- Effective upon approval of Board of Curators

- 1 Create Intellectual Property Committee
300.030.D.6.j
- 2 Change scope of Curricula Committee
300.030.D.6.f.1
- 3 Create Committee for Effective Teaching
300.030.D.6.g
- 4 Change Scope of Personnel Committee
300.030.D.6.l.1

5 Clarify terms on DSCC

300.030.D.6.e.2.c and 300.030.D.6.f.3

6 Diversity on Committees

300.030.D.6.n.2

7 Change ITCC Committee Composition

300.030.D.6.d.2

8 Tracking Policy Implementation

300.030.D.5.b

9 Timing of Elections

300.030.D.4.b.1, 300.030.D.4.b.5.c
300.030.D.5.d and 300.030.D.8.c

10 Distribution of Committee Lists

300.030.D.8 and 300.030.H

11 Annual Election of Committee Chairs

300.030.D.5.f

12 Membership of Faculty Senate Officers

300.030.D.4.b.5.c

13 Changes to Special Programs

300.030.D.2.b and 300.030.D.2.d

14 Creation/Elimination of Academic Departments

300.030.D.1.a.4

15 Change Facilities Planning Committee Composition

300.030.D.6.h.2

Topics discussed, but no action taken

- Conflict of Interest Committee
- Elimination of Committees
- Graduate Faculty
- Committee on Faculty Conduct

Create Intellectual Property Committee

300.030.D.6.j - Faculty Organizations / Faculty Standing Committees / Intellectual Property Committee

j. Intellectual Property Committee

(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.

(2) The committee consists of seven (7) members of which six (6) are faculty elected by the Faculty Senate and one (1) is an administrative member appointed annually by the Provost. The faculty members shall serve for two years with three 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.

Change scope of Curricula Committee

300.030.D.6.f.1 - Faculty Organizations / Faculty Standing Committees / Campus Curricula Committee

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

Create Committee for Effective Teaching

300.030.D.6.g - Faculty Organizations / Faculty Standing
Committees / Committee for Effective Teaching

Committee for Effective Teaching

- (1) This committee makes recommendations to the Faculty Senate, and the Provost, regarding the instruments used for student evaluation of teaching, the procedures for conducting these evaluations, and policies related to the public disclosure of the evaluation results. The scope of the committee's responsibilities includes all aspects of teaching in courses with academic credit.
- (2) In addition to student evaluations, the committee may consider alternate methods of evaluating teaching, may suggest methods for improving teaching, and makes recommendations on the selection process and criteria for campus-wide teaching awards.
- (3) The committee consists of one faculty member, elected from, and by, each department desiring representation, one student selected by the Student Council, one graduate student selected by the Council of Graduate Students. Faculty representatives serve for 3-year terms, and students serve for one year. In addition, the Provost may appoint up to 3 non-voting members to this committee.

Change Scope of Personnel Committee

300.030.D.6.I.1 - Faculty Organizations / Faculty Standing Committees / Personnel Committee

(1) This committee recommends to the Faculty Senate general policies on the conditions of appointment, employment and retirement of faculty and administrative officers. This includes, but is not limited to, general procedures on compensation. Furthermore, it recommends procedures and reporting schemes regarding the annual salary and wage raise pool.

Clarify terms on DSCC

300.030.D.6.e.2.c - Faculty Organizations / Faculty Standing Committees / Discipline Specific Curricula Committees

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

Clarify terms on DSCC

300.030.D.6.f.3 - Faculty Organizations / Faculty Standing Committees / Campus Curricula Committee

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

Diversity on Committees

300.030.D.6.n.2 - Faculty Organizations / Faculty Standing Committees / RP&A

(2) The committee is responsible for the conduct and supervision of Faculty Senate and General Faculty elections. It shall receive nominations from the faculty for elections, adding, but not deleting, names as necessary to provide candidates for all offices and committees and shall obtain the consent of all nominees. The committee shall also be responsible for submitting slates of candidates nominated for serving on the standing committees for Faculty Senate elections, appropriately distributed among the disciplines. In the event that nominations for committees from departments are fewer than the number of positions to be filled, RP&A may add additional departmental nominees to fill the positions which would otherwise become vacant.

Change ITCC Committee Composition

300.030.D.6.d.2 - Faculty Organizations / Faculty Standing Committees / ITCC

(2) The voting members of the committee consists of one ~~member person~~ elected from each academic department desiring representation, the Director of the Library or his/her appointee, two students selected by the Student Council, and one graduate student selected by the Council of Graduate Students. The non-voting members of the committee include the Provost, the Vice Chancellor for Administrative Services and the Chief Information Officer ~~serve as ex-officio members. Faculty members~~ Department representatives serve for a 3-year term with approximately one third ~~of the membership~~ elected each year. Students, and the representative of the library, serve for one year. Subcommittees may be formed by the committee to assist in timely decision making.

Tracking Policy Implementation

300.030.D.5.b - Faculty Organizations / Faculty Standing Committees

- b. Each Standing Committee prepares an annual report to be distributed to all faculty members. The policy making committees shall also monitor the implementation, and assess the compliance, of their policies. The policies, their implementation details, and the assessments shall be included in their annual report.

Timing of Elections

300.030.D.4.b.1 - Faculty Organizations / Faculty Senate / Membership and Voting Rights

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

300.030.D.4.b.5.c - Faculty Organizations / Faculty Senate / Membership and Voting Rights / Terms of Office / Officers of the Faculty Senate

The officers of the Faculty Senate consist of a Past President, President, President-Elect, Secretary and Parliamentarian, all of whom must be members of the General Faculty.

The new officers, with the exception of the Past President, are elected annually ~~from the membership of the Faculty Senate by its voting members~~. The election is held during ~~the meeting in which the new members are seated~~ the last regular meeting of the second semester of the academic year, and the officers begin their duties August 1. ~~The Past President presides at the meeting for electing new officers~~

Timing of Elections

300.030.D.5.d - Faculty Organizations / Faculty Standing Committees

Whenever possible, Standing Committees shall organize ~~prior to September 1~~ during the second semester of the academic year, and be responsible for their duties from ~~September~~ August 1 through ~~August~~ July 31 of the following year.

300.030.D.8.c - Faculty Organizations / Special Committees

Whenever possible, Special Committees shall be organized prior to ~~September~~ August 1 and be responsible for their duties from ~~September~~ August 1 through ~~August~~ July 31 of the following year.

Distribution of Committee Lists

300.030.D.8 - Faculty Organizations / Special Committees

1. Special Committees addressing issues not presently the purview of the Faculty Standing Committees or Judicial Committees may be authorized from time to time, as needed, by the Chancellor, General Faculty, Faculty Senate, and departments. However, when the faculty or the administration establishes any committee having campus-wide responsibilities or authority, they shall file with the Secretary of the Faculty Senate a statement specifying the responsibilities, authority and composition of the committee, together with a list of current members. ~~A catalog of such existing committees shall be circulated to the faculty annually by the Secretary of the General Faculty~~

Distribution of Committee Lists

300.030.H – Publication of Bylaws and Committee Membership

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

H. Publication of Bylaws and Committee Membership The Secretary of the General Faculty shall maintain, on a publically accessible, open, location (such as a world wide web site), the current edition of these Bylaws, a list of the officers of the General Faculty, a list of the officers and members of the Faculty Senate, and the membership of all Standing and Judicial committees defined elsewhere in these Bylaws. The name, responsibilities, authority and current members of all other committees which have campus-wide responsibilities or authority will be similarly posted. The information shall be updated within thirty (30) days of any change in committee status.

Annual Election of Committee Chairs

300.030.D.5.f - Faculty Organizations / Faculty Standing Committees

Chairs of standing committees shall be tenured faculty. Department chairpersons, and other persons who devote 50% or more of their time to administrative duties shall not be eligible to serve as standing committee chairs. Committee chairs shall be elected annually, from and by the membership of the committee, unless otherwise provided for in these Bylaws

Membership of Faculty Senate Officers

300.030.D.4.b.5.c - Faculty Organizations / Faculty Senate / Membership and Voting Rights / Terms of Office / Officers of the Faculty Senate

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

Changes to Special Programs

300.030.D.2.b - Faculty Organizations / Special Programs / Creation of Special Programs

The Provost may propose, with the appropriate academic rationale and suggested structure, that a Special Program be formed, or an existing Special Program changed. The Provost forwards the proposed program, or change to an existing program, with his/her recommendations, and the suggested constituencies from which the Program Representatives will be drawn, to the Faculty Senate for approval.

300.030.D.2.d - Faculty Organizations / Special Programs / Program Leader

The Program Representatives shall normally select a Program Leader from their ranks. The Program Leader is authorized, upon a vote of the Program Representatives, to submit curricula changes to the ~~Faculty Senate via the Campus Curricula Committee~~ Provost, then the Campus Curricula Committee and then the Faculty Senate for approval. The Program Leader may act as the approval authority for items within the purview of the Program.

Creation / Elimination of Academic Departments

300.030.D.1.a.4 - Faculty Organizations / Departments /
Organization and Membership

Section 320.150 describes the process to be used for discontinuing a program or department, if such action would result in the termination of continuous appointments or term appointments before their expiration. These procedures are to be used whenever a program or department at Missouri S&T is discontinued, even when there is no termination of continuous appointment or term appointments before their expiration.

Change Facilities Planning Committee Composition

300.030.D.6.h.2 - Faculty Organizations / Faculty Standing Committees/
Facilities Planning Committee

Each Department may nominate one faculty member for service on the Facilities Planning Committee. The committee shall consist of three (3) faculty members elected from and by the Faculty Senate; four (4) elected by the Faculty Senate from the list of department nominees; one administrative member appointed by the Chancellor, one student selected by the Student Council, and one graduate student selected by the Council of Graduate Students and one non-voting member selected by the Chief Information Officer. Faculty members shall serve for a two-year (2-year) term with approximately one half selected each year. The remaining committee members shall be elected, or appointed, annually.