



MEMORANDUM

To: Donna E. Shalala, President

From: Mary Coombs
Chair, Faculty Senate *Mary Coombs*

Date: May 2, 2005

Subject: Clarification regarding Faculty Senate Legislation #2004-06(B) – Voting rights of faculty on long-term leave

The Faculty Senate, at its September 29, 2004 meeting, voted to include text in the *Faculty Manual* to clarify the voting rights of faculty on a long-term leave of absence for those faculty whose leave has exceeded twelve months. You approved that legislation on October 24, 2004 as reflected in the enclosed copy.

This legislation should have been labeled in part as "A" Legislation to reflect that a portion of it modifies the Charter section of the Faculty Manual. As required by the Faculty Manual, we will forward it to the faculty for its vote as an amendment to the Charter section. I will advise you once it is approved by the faculty so that you can forward it to the Board of Trustees for its vote.

MC/kl

cc: Luis Glaser, Executive Vice President and Provost



MEMORANDUM

To: Donna E. Shalala, President

From: Mary Coombs
Chair, Faculty Senate

Date: October 7, 2004

Subject: Faculty Senate Legislation #2004-06(B) – Voting rights of faculty on long-term leave

The Faculty Senate, at its September 29, 2004 meeting, voted to include text in the *Faculty Manual* to clarify the voting rights of faculty on a long-term leave of absence for those faculty whose leave has exceeded twelve months.

For your reference, the enclosed proposed additions to the Faculty Manual are indicated in underline format.

This legislation is now forwarded to you for your action.

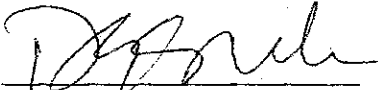
MC/kl

cc: Luis Glaser, Executive Vice President and Provost

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CAPSULE: Faculty Senate Legislation #2004-06(B) – Voting rights of faculty on long-term leave

PRESIDENT'S RESPONSE

APPROVED:  DATE: 10/21/04
(President's Signature)

OFFICE OR INDIVIDUAL TO IMPLEMENT: Provost

EFFECTIVE DATE OF LEGISLATION: _____
(if other than June 1 next following)

NOT APPROVED AND REFERRED TO: _____

REMARKS (IF NOT APPROVED): _____

LEAVES OF ABSENCE

Leave of absence without salary may be arranged with the faculty member for the purpose of faculty exchange, advanced study, research, public service, and, in some instances, business or industrial employment, without prejudice to future promotions in rank, provided that the period of absence does not work undue hardship on the University. Normally, permission will not be granted for more than two consecutive semesters of leave. Unless otherwise determined by the voting faculty of the department concerned, after such a leave of absence has exceeded twelve months, the voting rights of faculty members on leave will be suspended and will be reinstated upon their return. Requests for leave of absence must be made in writing to the appropriate academic dean and referred to the Executive Vice President and Provost.

Faculty members on academic leave, including sabbatical leave, may arrange for continuing coverage under certain benefit programs as provided by University policy during such periods of absence. The period of leave may be counted as credited service under the Employee Retirement Plan as provided by that Plan.

A3 VOTING RIGHTS OF THE UNIVERSITY FACULTY

A3.1 (a) The REGULAR FACULTY are entitled to vote on all matters for which they are qualified by rank and tenure status including all voting rights extended to other members of the UNIVERSITY FACULTY.

(b) The RESEARCH FACULTY are entitled to vote on all matters for which they are qualified with the exception of appointment, reappointment, promotion, the award of tenure, evaluation of the chair or the dean, and ratification of amendments to the Faculty Government Charter. A school may, by majority vote of its tenured REGULAR FACULTY, extend voting rights to RESEARCH FACULTY in any or all of the following matters:

- (1) Reappointment of RESEARCH FACULTY of lower rank;
- (2) Promotion of RESEARCH FACULTY of lower rank;
- (3) Evaluation of the department chair; and
- (4) Evaluation of the dean.

Extension of voting rights to RESEARCH FACULTY apply only in that school. The tenured Regular Faculty must vote annually on whether to renew any extension of voting rights to RESEARCH FACULTY.

(c) The EDUCATOR FACULTY are entitled to vote on all matters for which they are qualified with the exception of appointment, reappointment, promotion, the award of tenure, evaluation of the chair or the dean, and ratification of amendments to the Faculty Government Charter. A school may, by majority vote of its tenured REGULAR FACULTY, extend voting rights to EDUCATOR FACULTY with professorial titles in any or all of the following matters:

- (1) Reappointment of EDUCATOR FACULTY of lower rank;
- (2) Promotion of EDUCATOR FACULTY of lower rank;
- (3) Evaluation of the department chair; and
- (4) Evaluation of the dean.

Extension of voting rights to EDUCATOR FACULTY apply only in that school. The tenured REGULAR FACULTY must vote annually on whether to renew any extension of voting rights to EDUCATOR FACULTY with professorial titles.

(d) The LIBRARIAN FACULTY are entitled to vote on all matters for which they are qualified by rank and title, with the exception of reappointment, promotion and award of tenure of the REGULAR FACULTY, evaluation of the chair or the dean, and ratification of amendments to the Faculty Government Charter. Richter Library, may, by majority vote of its tenured Regular Faculty, extend or rescind voting rights to its LIBRARIAN FACULTY in any or all of the following matters:

- (1) Reappointment of LIBRARIAN FACULTY of lower rank;
- (2) Promotion of LIBRARIAN FACULTY of lower rank;
- (3) Evaluation of the department head; and
- (4) Evaluation of the University Librarian.

Extension of voting rights to LIBRARIAN FACULTY apply only in the Richter Library.

(e) Unless otherwise determined by the voting faculty of the department concerned, voting rights under subsections A3.1(a)-(d) shall be suspended during any continuous period that has exceeded twelve months when the faculty member has no duties as a member of the faculty of the University, because he or she is on a voluntary leave of absence or long-term disability leave. All such voting rights will automatically be reinstated if and when the faculty member again takes up his or her duties as a member of the faculty of the University.

(ef) Voting rights of RESEARCH FACULTY, EDUCATOR FACULTY or LIBRARIAN FACULTY may not be extended to any matter pertaining to charter amendments, the rights and privileges of the tenured REGULAR FACULTY, or to the reappointment, promotion or tenure of members of the REGULAR FACULTY.

(fg) Members of the UNIVERSITY FACULTY may vote only once on a single question. Persons holding appointive administrative office may not vote on any matter that is subject to or may be reviewed by their office.