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MEMORANDUM

To: Julio Frenk
University President

From: Tomás A. Salerno
Chair, Faculty Senate

Date: December 1, 2017

Subject: Faculty Senate Legislation #2017-14 (A) – Change to *Faculty Manual* Section A5.3, School Councils, to Include All Schools except the Graduate School

The Faculty Senate, at its November 29, 2017 meeting, voted to approve the proposal to change the language and application of *Faculty Manual* section A5.3, School Councils, to ensure all schools, not only departmentalized schools, elect one of its members to be the speaker of the Council. This change will not affect the Graduate School.

Proposed *Faculty Manual* language:

Proposed changes reflected in underline /~~strikeout~~ format

A5 School Councils

A5.1 The faculty of each school, including the Graduate School and the Library, shall establish a Council as its executive agency. The voting members of the faculty of each school shall elect from their members a Council which shall act as the committee on academic planning, educational and research policy, and general welfare of the school; it shall elect all committees of the school faculty; it shall act as confidential counsel to the dean of the school in any matter submitted by the dean; it or its designee shall set the date and hour and prepare the agenda for all regular meetings of the school faculty; it shall include in the agenda any matter requested in writing by five percent of the voting members of the school faculty; a majority of the voting faculty of a department, or any items or matters submitted by the dean or his/her principal deputy; it may make recommendations to the school faculty concerning proposed actions; it may act for the school faculty, as authorized annually by the school faculty, and report such actions at the next meeting of the school faculty. The authority of the Council to elect committees of the school faculty in no way limits the authority of the dean to appoint *ad hoc* committees from the school faculty to advise the dean.

A5.2 The School Council shall consist of at least three elected members, each serving for a three-year term, the terms to be staggered in order to provide continuity. One or more alternates may also be elected. A majority of the members shall be REGULAR FACULTY. In departmentalized schools, except as provided to the contrary in a written bylaw, representatives will be elected from each department. The Council of a school containing a small number of faculty members may consist of all voting members of the school faculty. Should a member of the Council resign or should a position for any other reason become vacant a successor shall be chosen by the remaining members of the Council to serve for the unexpired term.

A5.3 ~~In departmentalized schools~~ In all schools, except in the Graduate School, the School Council shall yearly elect one of its members to be the Speaker of the Council to preside at meetings of the Council; to represent the wishes of the faculty; to provide advice or recommendation to the dean; and to administer the activities of the Council. Up to two Vice Speakers may be elected to assist the Speaker in all administrative duties and will assume the duties of the Speaker in his or her absence. The Dean of the school, except the Dean of the Graduate School, will serve as a non-voting *ex officio* member of the Council except as may be necessary to break a tie vote. The Dean will attend at least one meeting each semester. All meetings of the Council will be open to UNIVERSITY FACULTY members of that school or college, except for executive sessions which will be attended only by elected members or in their absence, their alternates. The Council shall receive ADMINISTRATIVE support from the Office of the Dean, and a Secretary to the Council shall be employed to assist the Speaker and the Council in the conduct of its activities.

The Dean of the Graduate School shall be the Speaker of the Graduate Council. The Speaker of the Graduate Council shall preside at meetings of the Graduate Council; represent the wishes of the graduate faculty; and administer the activities of the Graduate Council.

This legislation is sent to you for your action.


TAS/rh

Enclosure

cc: Jeffrey Duerk, Executive Vice President and Provost
All Academic Deans

CAPSULE: Faculty Senate Legislation #2017-14 (A) – Change to *Faculty Manual* Section A5.3, School Councils, to Include All Schools except the Graduate School

PRESIDENT'S RESPONSE

APPROVED:  DATE: 12/12/17
(President's Signature)

OFFICE OR INDIVIDUAL TO IMPLEMENT: Faculty Senate

EFFECTIVE DATE OF LEGISLATION: Upon approval of the vote of the Faculty and the Board of Trustees, whichever comes last

NOT APPROVED AND REFERRED TO: _____

REMARKS (IF NOT APPROVED): _____