

[Proposed revisions are indicated with underlining, boldfaced type and strikethroughs. Ellipses [ . . . ] indicate omitted passages.]

BYLAWS to the INDIANA UNIVERSITY EAST  
FACULTY SENATE CONSTITUTION

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**Section IV: Meetings**

A. Voting

1. Any voting member of the Faculty Senate who will be unavoidably absent from a meeting of the Faculty Senate may cast an absentee vote provided each of the following conditions is satisfied:
  - a. The motion under consideration is distributed in written form to the faculty at least 48 hours prior to the Faculty Senate meeting.
  - b. A signed written vote is submitted to the President of the Faculty Senate or to the presiding officer clearly indicating the substance of the matter under consideration and the member's vote.
  - c. When the motion is voted on during the meeting, no changes, except spelling corrections, have been made to the distributed written versions.
  - d. The motion under consideration is to either approve or reject the distributed written statement of the issue.

Submission of an absentee vote does not allow the member to be counted towards a quorum. In addition, in person attendance by the faculty member at the Faculty Senate meeting nullifies any absentee vote by that faculty member.

2. Voting to fill vacant seats on the Promotion and Tenure Committee, the Lecturer Long-Term Contract Review Committee, the Faculty Board of Review, and the Nominating Committee shall be accomplished as follows:
  - a. Nominations: Every faculty member eligible to sit on the Nominating Committee, the Promotion and Tenure Committee, the Lecturer Long-Term Contract Review Committee, and the Faculty Board of Review are nominees for these elections, unless and until that person removes his or her name from the list of nominees.

- b. **Slate Selection Date:** The process of selecting the slate of candidates for an election to fill vacant seats of any of these committees shall occur at the regular Faculty Senate Meeting immediately preceding the regular meeting in which the general election to fill the vacant seats occurs.
- c. **Slate Selection:** A list of names of faculty members eligible to serve on each committee will be made available to voting members of the Faculty Senate. Voting members will be instructed to vote for the number of candidates needed to fill each committee vacancy. Using the names receiving the highest numbers of votes, the Nominating Committee will prepare a slate for the general election that contains twice the number of candidates necessary to fill the vacancies for each committee. In no instance will this number be less than four.
- d. **General Election Voting:** On election day preprinted ballots, containing the names of the candidates selected during the slate selection process, will be passed out to the voting members of the Senate. Voting members will vote for the number of candidates necessary to fill each vacancy.
- e. **Tabulation of the General Election Ballots:** The nominating committee will tabulate the vote and report the results of the election to the President of the Faculty Senate. All vote tallies will be archived by the Faculty Senate Secretary and will be available for review by any Senate member who wishes to see them. [Passed: 3/2/99, 3/19/02, Amended: 10/3/06]
- f. Exceptions: The Faculty Senate may suspend the rules of the Bylaws IV.A.2 when an election cannot be reasonably and fairly accomplished as specified.**

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## **Section V: Faculty Board of Review**

### **A. Indiana University East Faculty Board of Review**

The review functions of the faculty at Indiana University East shall be exercised by an Indiana University East Faculty Board of Review (hereafter called "Board"). This Board shall consider complaints concerning dismissal, academic freedom, reappointment, tenure, promotion, salary, merit, and the nature or conditions of work. Any member of the faculty or associate faculty at Indiana University East may submit a complaint to the Board.

#### **1. Organization of the Faculty Board of Review**

- a. Membership. The Board shall consist of five tenured members of the faculty as the Indiana University East Faculty Board of Review. Consideration should be given to representation across academic ranks, and among Schools of the University. For the purposes of membership on the Board, the Library shall be considered a School. The Chancellor, Executive Vice Chancellor for Academic Affairs, and Vice Chancellors, Associate and Assistant Vice Chancellors, Deans, and members of the Promotion and Tenure and Lecturer Long-Term Contract Review Committees are ineligible to serve on the Board. [Amended 5/6/08, 2/3/09]
- b. Operating Procedures. The members of the Board shall select their own presiding officer. The Board will devise its mode of operation consistent with existing policies and procedures.
- c. Term of office. The members shall be elected at the October Senate meeting. The term of office will be two years with three members elected in one year and two members elected in the alternate year. Members will serve from the first day of January for two years. ~~At least two years shall elapse between terms of office.~~ Members and alternates shall complete the review of any case which they have begun to consider.
- d. Types of cases. In cases dealing with dismissal (B.1.) the Board shall meet as a full body; in all other cases (B.2.) the Board shall constitute itself as three members, selected by lot, from the eligible members who shall elect their own presiding officer.
- e. Alternate members. Alternates shall be elected by the Indiana University East Faculty Senate, when necessary, to replace temporarily those members of the Board who may not be able to serve on a particular case or during a particular period of time.
- f. Disqualification. If a member of the Board is involved in a case before the Board or is a member of a School from which a case arises, he or she shall be disqualified to hear or to investigate the case. A member of the Board shall recuse himself or herself from hearing or investigating a case whenever the member or the Board believes it would be difficult for that individual to render an impartial judgment.
- g. Permanent Replacement. Whenever a member of the Board is permanently disqualified or is no longer a member of the faculty, the Indiana University East Faculty Senate shall elect a new member to fill the vacancy.

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