

[Revisions are indicated with strikethroughs and boldface type. Ellipses indicate omitted passages.]

BYLAWS to the INDIANA UNIVERSITY EAST
FACULTY SENATE CONSTITUTION

. . .

Section IV: Meetings

. . .

B. Meeting Attendance

1. ~~Visitors~~ **[Non-members]** must notify the President of the Senate 24 hours in advance of a meeting of intention to attend the meeting. Visitors may speak on the floor if recognized by the ~~chair~~ **[presiding officer]** or if an individual Faculty Senate member defers to the visitor. The Senate may go into executive session, asking the visitor to leave. The ~~Student Senate~~ **[student governance organization]** may send one permanent ~~visitor~~ **[representative for that academic year]** by notifying the President near the beginning of the academic year. Persons with PA appointments and Statewide Technology faculty at the Richmond Campus are invited to attend and may do so without notifying the President. [Passed: 2/7/95]

C. Agenda

1. The President of the Faculty Senate shall publish the agenda for each Senate meeting in a public place and send a copy to the President of the ~~Student Senate~~. **[student governance organization.]**

. . .

Section V: Faculty Board of Review

A. Indiana University East Faculty Board of Review

. . .

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 ~~divisions~~ **[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]

. . .

B. Complaint and Review Procedures

. . .

c. The Senate President shall make available to the Board a listing of all prior cases with open hearings. These cases will be kept in the **[Executive]** Vice Chancellor for Academic Affairs' office. . . .

. . .

Section VI: Committees

. . .

B. Authority

. . .

3. Budgetary Affairs Committee:

This shall be concerned with financial and budgetary matters. Each member shall represent a different ~~academic division~~ **[School]** but shall not be ~~chair~~ **[Dean]** of that ~~division~~ **[School]**. The Library shall be considered ~~as an academic division~~ **[a School]** for the purposes of membership on this committee. Prior to the end of the spring semester, each ~~division~~ **[School]** shall select a ~~divisional~~ **[School]** nominee for the coming academic year. The name of that nominee shall be forwarded to the Nominating Committee for inclusion in the fall elections. In addition, the elected faculty representatives to the ~~University Fringe Benefits Committee and the University Budgetary Affairs Committee~~ **[budget-related committees of the University Faculty Council]** may serve as ex-officio members of the Budgetary Affairs Committee. These members are not included in the calculations of any representational ratio or size limits relating to committee membership unless duly appointed to the Budgetary Affairs Committee by the Faculty Senate.

4. Curriculum Committee:

This shall be concerned with all programs and courses offering academic credit, changes in existing University offerings, and with degree proposals.

. . .

e. The Curriculum Committee will review assessment plans according to the following guidelines: **[All proposals for academic degrees (including Master's, Baccalaureate), minors and certificates should have an assessment plan that is in**

accordance with the current campus assessment plan and the program's assessment plan.] [Note: this revision was approved by the Curriculum Committee in Fall 2008.]

- ~~i. All Baccalaureate and Associate degree program proposals should have an assessment plan that includes at a minimum the two or three campus learning objectives that will be assessed during the initial two year period after implementation. Then, for each of these objectives, the plan should identify at least two specific means and criteria that are appropriate for the assessment of that objective (see Plan for Assessment of Student Academic Achievement, p. 7). All of the campus learning objectives should be planned to be assessed during a five year cycle. It is expected, given the differences in required credit hours and courses, that the depth and breadth of assessment methods and criteria will differ for associate degree programs compared to baccalaureate programs.~~

- ~~ii. All Minor proposals and certificate proposals should have an assessment plan that includes at a minimum the depth of knowledge learning objective and at least two specific means and criteria that are appropriate for the assessment of that objective. If additional student learning objectives are included, the plan should indicate that these will be assessed within the five year cycle for program assessments. [Passed: 5/6/97, 4/6/99]~~

. . .

7. Promotion and Tenure Committee:

- a. Composition. The Promotion and Tenure Committee will consist of six (6) tenured faculty holding the rank of Professor or Associate Professor who have each served at least two years as faculty at Indiana University East. Membership will last for two years with continuity and rotation guaranteed by filling only the vacancies that exist at the start of each academic year. Each year three (3) tenured faculty of which at least one (1) will be of the rank of professor will be elected. The Committee must contain representatives from at least three different ~~academic divisions~~ **[Schools]** of the University. **[For the purposes of membership on this Committee, the Library shall be considered a School.]** These primary ballots will be tabulated by the nominating committee and the number of candidates needed who receive the highest vote count will assume positions as candidates on the general election ballot. On election day preprinted ballots containing all of the names of the candidates will be passed out to the voting members of the Senate. The faculty member elected each year who has the least seniority shall serve as that year's alternate; seniority will be determined by time at IUE. The alternate member will have all committee rights and responsibilities except the vote, but will replace any voting member who is absent or becomes disqualified. During the second year of the alternate's term, he/she will become a voting member. If for any reason, a member is unable to fulfill his/her two-year term, the Senate will elect a replacement for the unexpired term.

- b. Disqualification. Members who feel unable to render impartial judgment on a case must disqualify themselves from that case. A candidate for Promotion or Tenure may not serve on the P & T Committee during the year of his/her candidacy. If the number of voting members falls below five (5) on any case, the Senate will elect an additional member(s) to serve on that case.
- c. Ineligibility. Members of the Faculty Review Board, the Executive Vice Chancellor for Academic Affairs, and the Chancellor are ineligible to serve on the Promotion and Tenure Committee. Immediate supervisors of promotion and tenure candidates will be ineligible to serve during the year a candidate is being considered. [Passed: 3/6/01, 3/19/02, 5/6/08]

. . .

| 8-. Lecturer Long[-]Term Contract Review Committee

- a. Composition: The Lecturer Long-Term Contract Review Committee will consist of 6 faculty members who have each served at least two years as faculty at Indiana University East and who hold long-term contracts of at least 5 years or are tenured. Membership will last for two years with continuity and rotation guaranteed by filling only vacancies that exist at the start of each academic year. Each year three (3) faculty with long[-] term contracts or tenure will be elected with at least one of those elected holding rank as senior lecturer, if a senior lecturer is available and willing to serve. The Committee must contain representatives from at least three different ~~academic divisions~~ [Schools] of Indiana University East. **[For the purposes of membership on this Committee, the Library shall be considered a School.]** ~~The faculty member elected each year with the lowest vote shall serve as that year's alternate.~~ **[The faculty member elected each year who has the least seniority shall serve as that year's alternate; seniority will be determined by time at IUE.]** The alternate member will have all committee rights and responsibilities except the vote, but will replace any voting member who is absent, becomes disqualified, or otherwise becomes unable to serve. During the second year of the alternate's term, he/she will become a voting member. If for any reason, a member is unable to fulfill his/her two[-]year term, the Senate will elect a replacement for the unexpired term.
- b. Ineligibility and Disqualification: Members who feel unable to render impartial judgment on a case must disqualify themselves from the case. Members of the Faculty Board of Review, the Executive Vice Chancellor for Academic Affairs, and the Chancellor are ineligible to serve. **[Immediate supervisors of long-term contract candidates will be ineligible to serve during the year a candidate is being considered.]**

. . .

