

Academic Senate Bylaws Franklin Pierce University

Approved Rindge Faculty: 9/27/16 Approved CGPS Faculty: 10/3/16 Approved Board of Trustees: 10/21/16
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Preamble: Statement of Shared Governance at Franklin Pierce University

The concept of shared governance is embedded in academia in the United States and supported by all key associations of higher learning, including the American Association of University Professors (AAUP), the Association of Governing Boards of Universities and Colleges (AGB) and the American Council on Education (ACE). A healthy shared governance structure provides the procedures through which the faculty, administration, and Board of Trustees can communicate with each other about the issues and decisions facing the University in the areas of curriculum, methods of instruction, and faculty status (when not precluded by other contractual agreements) before decisions are made.

Because a healthy shared governance structure provides a vehicle for the participation of all stakeholders in the decision-making process, it helps assure that diversity is given real weight and taken seriously by all. When governance is shared, the decision-making process and the setting of University-wide goals is collaborative and collegial, allowing for input from the board, administration, and faculty. However, in line with the faculty acting only in a recommending capacity, it is noted that the Board of Trustees retains ultimate responsibility and ultimate authority for institutional management decisions.

Shared governance grounded in transparency, accountability, integrity, mutual trust, and good faith enables clear communication at all points in the decision-making process and is built on a system of dialogue across the University. The faculty are advisors and their advice is given full consideration by the administration, ensuring that the University is able to benefit not only from the accumulated wisdom and knowledge of its faculty but also from multiple viewpoints and voices that a diverse scholarly community can offer. The process thus allows time for ample discussion and substantive consultation before important decisions are made.

Article 1: Name

1.1 The body representing the joint faculty of the College at Rindge and the College of Graduate and Professional Studies shall hereafter be known as the Academic Faculty Senate of Franklin Pierce University, hereafter referred to as “the Academic Senate.” The College at Rindge and the College of Graduate and Professional Studies shall hereafter be referred to as the “University,” unless separately designated.

Article 2: The Faculty

2.1 The faculty, hereafter referred to as “the Faculty,” consists of full-time and part-time faculty of the University.

2.2 The Faculty of the College at Rindge and the Faculty of the College of Graduate and Professional Studies shall consist of two colleges, hereafter referred to as “colleges,” which operate respectively under the RFF Collective Bargaining Agreement and the CGPS Faculty Protocol. Nothing in these Bylaws shall disrupt either of these agreements or understandings between the Faculty and administration.

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2.3. The Faculty of the College at Rindge and the Faculty of the College of Graduate and Professional Studies shall each establish a Council, called the Rindge Faculty Council and the CGPS Faculty Council respectively. The Faculty from each college shall establish its own rules for membership, who is eligible to vote for Council members, and how such membership shall be established, as well as the rules, procedures, and bylaws by which each council shall operate.

Article 3: Role and Responsibilities of the Academic Senate

3.1 The Academic Senate functions as the official representative body of the Faculty on issues and policies of common interest to the faculty in the University, such as but not limited to: curriculum, academic culture, academic organization, and institutional mission.

3.2 The Academic Senate, representative of both colleges, advises the Franklin Pierce University Administration, hereafter the Administration, in academic matters affecting both colleges of the University. The Academic Senate's recommendations and advice shall be made to the President of the University through the Provost.

3.3 The Academic Senate may establish ad-hoc or standing committees as it deems necessary to study, analyze, or consider pressing issues deemed important to both colleges.

3.4 The Academic Senate may adopt resolutions on its own behalf and may act upon petitions, resolutions, recommendations, or requests from faculty members.

3.5 All substantive recommendations of the Academic Senate shall be subject to review and approval by the full faculties of the College at Rindge and the College of Graduate and Professional Studies.

3.6 Issues related to the academic concerns of only one college are the responsibility of the respective faculty council rather than the Academic Senate.

3.7 Roles and Responsibilities not outlined in these bylaws fall under the purview of the faculty councils of the College at Rindge and the College of Graduate and Professional Studies respectively.

Article 4: Structure and Membership of the Academic Senate and Councils of the Two Colleges

4.1 The College at Rindge and the College of Graduate and Professional Studies will separately establish representative councils that include a President, Vice President, and Secretary, as well as other members from their respective faculties in accordance with their individual bylaws.

4.2 Each representative council operates under its own set of policies and procedures that are aligned with the Academic Senate Bylaws but that are tailored to their own faculty profiles and requirements.

4.3 Each of the representative councils is responsible for establishing and coordinating the actions of the standing committees as required by the respective faculty bodies in the two colleges.

4.4 The Academic Senate comprises six Senators, three members each from the College at Rindge and from the College of Graduate and Professional Studies.

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4.4.a The members of the Academic Senate are elected from the membership of the respective Rindge and CGPS councils, by each council.

4.4.b The Provost, the Dean of the College at Rindge, and the Dean of the College of Graduate and Professional Studies are ex-officio, non-voting members of the Academic Senate.

4.5 Elections and vacancies to the Academic Senate will be filled by the procedures developed and administered by the respective Rindge and CGPS councils.

4.5 All Academic Senate meetings are open to full-time and part-time faculty. Only Senators, however, are eligible to vote.

Article 5: Elected Officers of the Academic Senate

5.1 The Academic Senate will annually elect from its membership a Chair and a Vice Chair to facilitate its meetings. The Chair will preside at all meetings of the Senate. In the absence of the Chair, the Vice Chair will serve as the presiding officer.

5.1.a The Chair and Vice Chair of the Academic Senate will come from different colleges.

5.1.b The position of Chair will alternate between Rindge and CPGS.

5.1.c The Chair will serve a term of one year.

5.2 The Academic Senate will annually elect from its membership a Secretary. The Secretary will be the organizational officer of the Senate and will distribute all agendas and minutes to the Academic Senate and ensure that these items and other documents relevant to the work of the Senate are posted on the Senate website.

5.3 The three officers shall establish the agenda for all Senate meetings. Members of the Academic Senate and ex-officio members may request that specific items be placed on the agenda.

5.4 The officers, in coordination with the Office of Academic Affairs, will make appropriate arrangements for an individual to take the minutes of all Senate meetings.

Article 6: Committees

6.1 The Academic Senate may form standing committees.

6.1.a Each standing committee shall comprise an equal number of faculty from each college.

6.1.b Each standing committee shall have at least one member of the Academic Senate from each college.

6.2 The Academic Senate may form an ad hoc committee for a period of time up to one academic year. Such committees are appointed by the Academic Senate to deal with situations not covered by existing standing committees. Ad hoc committees may be reappointed for a second academic year to complete its task.

6.2.a Each ad hoc committee shall comprise an equal number of faculty from each college.

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6.2.b Each ad hoc committee shall have at least one member of the Academic Senate from each college.

6.2.c The Academic Senate may dissolve any ad hoc committees at its discretion, by a majority vote of the members when a quorum is present or voting.

6.3 The Academic Senate and the Rindge and CGPS Councils may request information from any existing University committees. The Academic Senate may offer recommendations to the Administration about academic matters of general interest to both colleges as the Academic Senate feels is appropriate. The Academic Senate shall consult with the members of the two councils as its members feel appropriate, and the outcomes of that consultation may be reflected in its recommendations.

Article 7: Meetings

7.1 The Academic Senate shall meet at least three times during each academic year (September through May) and can call additional meetings as necessary.

7.1.a At least one meeting will take place at the College at Rindge and at least one meeting will take place at the College of Graduate and Professional Studies.

7.2 Notice of regularly scheduled meetings, with an agenda, shall be communicated electronically by the Secretary to all members of the Senate and publicly posted to the Academic Senate web page, at least one week in advance of the meeting date.

7.3 Special meetings of the Academic Senate may be called by any member of the Academic Senate, or by written request of four members of the Faculty.

7.4 A quorum for Academic Senate meetings is defined to be two Senators from each College.

7.5 The Academic Senate reserves the right to establish rules and regulations governing the function and operation of the Senate. Where specific bylaws have not been established by the Senate, Robert's Rules of Order will prevail.

7.6 All binding votes or resolutions of the Academic Senate require an equal number of members from each college to be present or voting.

7.7 If the ex-officio members are unable to attend a meeting, they may send a delegate of their choosing.

Article 8: Bylaws and Amendments

8.1 The Bylaws may be amended at any meeting of the Academic Senate by two-thirds majority of the members present, provided that a quorum is established.

8.2 Notice of any proposed amendment must be given at a preceding meeting, or in writing to the members of the Academic Senate at least two weeks in advance of the meeting at which the proposed amendment is to be acted upon. A copy of the proposed amendment and the current section of the Bylaws to be amended must be included, in writing, with the notification to the members.

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8.3 Amendments adopted by the Academic Senate shall become effective upon passage by the Senate and by the faculty of the College at Rindge and the faculty of the College of Graduate and Professional Studies, provided that a quorum is established in each college.

Article 9: Academic Senate, the Rindge Collective Bargaining Agreement, and CGPS Faculty Protocol

9.1 As a recommending body, the Academic Senate has no power or authority to infringe upon or in any manner alter faculty rights and responsibilities contained within the Collective Bargaining Agreement between the Rindge Faculty Federation and Franklin Pierce University.

9.2 As a recommending body, the Academic Senate shall not infringe on neither managerial rights as outlined in Article Seven of the Collective Bargaining Agreement nor managerial rights and responsibilities as outlined in the CGPS Faculty Protocol.

Article 10: Reservations of Trustee Rights

10.1 No provisions herein shall, nor shall be deemed to, derogate from or supersede any rights, powers or duties of the Board of Trustees under the By-laws or Bylaws of the University, it being understood that such rights, powers and duties are expressly and fully reserved hereby.