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SAINT LOUIS UNIVERSITY
BYLAWS OF
THE FACULTY AND FACULTY SENATE

ARTICLE I: MEETINGS OF THE FACULTY

1. The Faculty as defined in Article I of the Constitution shall meet in assembly at least once annually.
2. The agenda for the Faculty meetings shall be determined by the Executive Committee of the Faculty Senate. Members of the Faculty may have items placed on the agenda by submitting to the Executive Committee at least one week before the meeting a request endorsed by at least five members.
3. The President of the Faculty Senate shall call the meetings and serve as the presiding officer. In the absence of the President, the President-elect shall preside. In the absence of the President and President-elect, the Secretary shall preside. The rules contained in the current edition of *Robert's Rules of Order* shall govern the meetings in all cases to which they are applicable, and in which they are consistent with the Constitution, Bylaws, and special rules of order of the Faculty.
4. Special meetings may be called by the Executive Committee of the Faculty Senate, or by at least 50 members of the Faculty. A Faculty petition for a special meeting shall be presented to the Executive Committee of the Faculty Senate.
5. The Secretary shall issue notice of all meetings at least fourteen days before the scheduled meetings, and shall keep minutes.

ARTICLE II: MEMBERSHIPS IN THE FACULTY SENATE

1. The following members of the Faculty are eligible for election as representatives to the Faculty Senate:

Full-time Faculty who spend at least 75% of their time in teaching, research, and service, as determined by the faculties of the individual schools and colleges, and the libraries.

2. The number and apportionment of Faculty Senators shall be as follows:
- a. The faculty of each of the following groups shall elect their senators: Arts and Sciences, Business, Education and Public Service, Health Sciences, Law, Libraries, Medicine, Nursing, Parks, Professional Studies, and Public Health. Each Faculty may determine who may vote in the election of their Senators.
 - b. For each unit of the University containing full-time Faculty not part of any college or school nor the university libraries as identified in Art.II.2.a. of these Bylaws, the Executive Committee of the Faculty Senate shall provide Senate representation in one of the following ways:
 - i. The Executive Committee will consider the units jointly as a single group, similar to those listed in Art. II.2.a. of these Bylaws, and label that group, or
 - ii. The Executive Committee will determine with which college or school that unit's Faculty shall be grouped for purposes of election of Faculty Senators. This will be done with the permission of the governance body of the host college, school, or the university libraries and, to the extent feasible, in accordance with the wishes of the Faculty to be assigned.
 - c. Faculty holding joint appointments shall be counted as members of the college (school) of primary appointment.
 - d. Each of the groups identified in II.2.a. or II.2.b. shall elect Senators in accordance with the following table:

Number of <u>Full-time Faculty</u>	Number of <u>Senators</u>
18 or Fewer	1
19 - 25	2
26 - 50	3
51 - 100	4
More than 100	5 plus 1 for each 50 beyond 150

Implementation of the above shall be based on the official Faculty statistics maintained by the University.

- e. In the case of a merger of schools or other units with Faculty Senate representation, the number of senators allocated to the merged entity will remain the same as the pre-merger total provided that the faculty assembly (or comparable body) of the merged entities commits in its bylaws to allocate the number of senators in a manner that reflects the pre-merger representation. Such allocation will be fixed for a period of five years (unless earlier review is requested by the faculty assembly of the merged entity), upon which time representation of the merged unit shall be as set out in Article II.2.d.

If the faculty assembly of the merged entity declines to commit to this allocation, the number of senators will be allocated based on the total number of faculty of the merged entity as set out in Article II.2.d.

- f. If the affiliation of a sitting Senator changes by virtue of a structural reorganization, the Senator no longer represents the former unit. To continue serving on the Senate, the former Senator must be elected by the faculty of the new unit. Following such election, the Senator will be eligible for two full consecutive terms as a representative of the new unit.
- g. If a unit loses faculty due to reorganization/reallocation, the allocation of the number of senators for the subsequent year will reflect the official Faculty Statistics maintained by the University.

ARTICLE III: ELECTION AND TERMS OF OFFICE OF FACULTY SENATORS

- 1. Unless otherwise ordered by the Faculty Senate, elections shall be held annually prior to the Spring Commencement and results shall be reported to the Secretary by May 31.
- 2. The terms of office of Faculty Senators shall be three years, beginning July 1. Members shall serve staggered terms. No Senator shall serve more than two consecutive full terms as a representative from the same group (Article II.2.a). If a term of office is not completed, a successor shall be promptly elected to serve during the remaining term of office.
- 3. A Faculty Senator must complete at least the first year of his/her first term of office as a Senator to be eligible for nomination and election as an officer or a member-at-large of the Executive Committee. If elected, the Senator's term of office shall be extended to coincide with his/her term as an officer or member-at-large of the Executive Committee, and that Senator shall not be counted in determining the number and apportionment of Faculty Senators under Article II, Section 2 of these Bylaws.

ARTICLE IV: OFFICERS OF THE FACULTY SENATE

- 1. The Faculty Senate shall elect the following officers from its membership, from Faculty who have been Senators within the past five years, or from Faculty who have chaired Senate standing committees for at least two years within the past five years: The President, the President-elect, and the Secretary. Such persons will be considered senators-at-large for a period to correspond with elected office. Officers shall be elected by a majority of those present and voting at the Senate meeting in which the election is held.
- 2. Terms of Office
 - a. The President shall serve a term of two years or until his/her successor is elected.
 - b. A President-elect shall be elected only for a one-year term to coincide with the second year of the President's term. The election shall take place at the time of the election of officers immediately prior to the President's second year in office.

- c. The Secretary shall serve a term of two years or until his/her successor is elected.
 - d. No officer may be elected to a second consecutive term.
3. The President-elect, who shall act for the President in the latter's absence, shall become President at the expiration of the President's term of office. His/her term in the Faculty Senate shall not expire until his/her term of office as both President-elect and President is completed.
 4. The President-elect shall succeed to the office of President should the President be unable or unwilling to complete his/her term. In this case, the President-elect shall complete the President's term in addition to his/her own complete term as President. If there is no President-elect, the Secretary shall serve as President until elections for the office can be held. These elections shall be held within a reasonable time. The newly elected President shall complete the remaining term of President and is eligible for election to a full consecutive term.
 5. The Past-President shall serve on the Executive Committee in an ex-officio, non-voting capacity for a period of one year following the completion of his or her term of office as President.
 6. Any regularly elected officer of the Faculty Senate can be deposed from office for cause through a vote to rescind the officer's election. If the complete substance of the proposed motion has been given at the previous meeting or in the call of the present meeting, the motion to rescind requires a majority vote of those present and voting. If the complete substance of the proposed motion has not been given in a previous meeting or in the call of the present meeting, the motion to rescind requires a two-thirds vote of those present and voting.

ARTICLE V: MEETINGS OF THE FACULTY SENATE

1. The Executive Committee shall determine the frequency of Senate meetings; the Senate shall meet at least twice during each semester of the regular school year. A quorum shall consist of a majority of the number of Senators holding office at the beginning of the academic year.
2. Senate meetings shall be open to all members of the Faculty.
3. The President shall serve as the presiding officer. The rules contained in the current edition of Robert's Rules of Order shall govern the meetings in all cases to which they are applicable, and in which they are consistent with the Constitution, Bylaws, and special rules of order of the Senate.
4. Meetings may be called by the President, by two other members of the Executive Committee, or at the request of at least five Faculty Senators, provided that such a request is presented to the Executive Committee.
5. Notice of all meetings should be issued at least fourteen days before the scheduled meeting.
6. The agenda for the meetings shall be determined by the Executive Committee of the Senate.

- a. Individual Faculty may submit items to the Executive Committee for consideration on the agenda.
 - b. Items must be placed on the agenda if at least five Faculty endorse and present a request to the Executive Committee at least one week before the meeting.
7. At the discretion of the presiding officer, non-senators may address the Senate. Upon the request of any Senator, the Senate may by majority vote allow a non-senator to address the Senate.
 8. Each Faculty Senator shall be entitled to one vote on each matter submitted to a vote, and votes must be cast in person by the Senators or their designated alternates. If a vote is taken at a meeting, a designated alternate may vote for an absent Senator. A designated alternate must meet the requirements of Article II.1. A Senator cannot simultaneously serve as a designated alternate.
 9. If a Faculty Senator or designated alternate misses a total of two regular or special meetings during one academic year, he/she may be required to forfeit office. The Secretary shall so notify the Senator within two weeks of the second absence. The Executive Committee shall evaluate the reasons for each of the two absences in determining whether to reinstate the Senator or to call for the election of a new Senator for the remainder of the term.

ARTICLE VI: COMMITTEES

1. There shall be an Executive Committee of the Faculty Senate which shall act for the Senate between Senate meetings.
2. The Executive Committee shall consist of the officers of the Faculty Senate and four Senators elected by the Senate for two-year staggered terms. These Senators may serve a second consecutive term on the Executive Committee.
3. A Faculty Senator with at least one year remaining in his/her term may serve on the Executive Committee. His/her term as Senator will be extended automatically to coincide with the two-year term on the Executive Committee.
4. The Senate may delegate functions to the Executive Committee. The Executive Committee may not be delegated the authority
 - a. to amend the Constitution or Bylaws;
 - b. to elect officers.

5. The Executive Committee may establish or disband standing or additional committees and task forces, and will appoint chairpersons and members to those committees and task forces. Committee membership will be composed of faculty eligible for election as representatives to the Faculty Senate, i.e., Full-time faculty who spend at least 75% of their time in teaching, research, and service, as determined by the faculties of the individual schools and colleges, and the libraries. Part-time, adjunct, or emeritus faculty, university administrators, staff, or students, may serve committees intermittently in an advisory capacity, at the request of the committee chairperson and with the approval of the Executive Committee.
6. The standing committees of the Faculty Senate ordinarily will be composed of one representative from each of the groups identified in II.2.a.
7. Individuals normally may not be appointed concurrently to multiple Senate standing committees.
8. Serving as the Nominating Committee, the Executive Committee shall make its report of up to two nominees for each of the offices of President-elect, Secretary, and other members of the Executive Committee to the Faculty Senate at the February meeting of each year. Eligibility for office will be based upon Article IV.1 of these Bylaws and other considerations such as demonstrated commitment to Senate service, leadership in home unit, ability to meet Executive Committee obligations, and the representation of diverse units on the Executive Committee. Any senator present at the February meeting may propose additional persons to be considered for nomination by the Executive Committee. By mid-March, copies of a 1-2 paragraph description of the activities of each nominee on the final slate will be circulated to the members of the Senate. At the April meeting each year, the Senate will formally elect the officers and other Executive Committee members from among these nominees, and their terms shall commence at the end of that meeting.

ARTICLE VII: AMENDMENTS

1. 1. Proposed amendments to the Bylaws may be submitted by any Faculty to the Executive Committee of the Faculty Senate.
2. The proposed amendments must be submitted to the Faculty Senate membership at least 14 days prior to vote.
3. The Faculty Senate Executive Committee shall be authorized to make changes, such as changes in the names of colleges and schools, that do not alter the substance or meaning of the Bylaws and that reflect current University usage. Such changes shall take effect upon such action and shall be followed by both timely publication to the Senate membership and documentation within the Bylaws.
4. The Bylaws may be amended by a two-thirds vote of the current Faculty Senate membership.

Faculty Senate Bylaws Changes per Bylaw VII.3.

May 3, 2008 – Bylaw II.2.a.

Nursing added as a group of faculty eligible to elect faculty senators, following Board of Trustees approval of the separation of the School of Nursing and the Doisy College of Health Sciences.