

Revised December 2016

CONSTITUTION OF THE FACULTY OF THE UNIVERSITY OF ARIZONA SOUTH

Preamble

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ARTICLE I :

Responsibilities

- A. The faculty has over-site responsibilities in all areas that affect academic instruction and fundamental responsibilities in the areas of academic personnel policy; instruction and curriculum policy; research policy; student affairs policy; and ethics policy. The faculty also provides advice on budget and university support and acts on such other matters affecting the welfare of the University of Arizona South as are brought for consideration in accordance with university policy.
- B. For purposes of University Government, the Faculty shall exercise its authority through the Faculty Forum. The General Faculty shall retain appellate power over all official acts of the Faculty Forum as provided in the Bylaws.

ARTICLE II

Members

- A. UAS Faculty include all those who teach for the University of Arizona South, including General Faculty Members.
- B. General Faculty Members include:
 1. Individuals holding more than half-time appointments in teaching, research and/or service including faculty members who hold tenured and tenure-eligible appointments, academic professionals holding continuing and continuing-eligible appointments, and lecturers and senior lecturers.
 2. Such persons in category (1) who are on Emeritus status.
- C. Members of the Faculty Forum include:
 1. Voting Members:
 - a. All General Faculty Members as defined in B.
 - b. Those individuals who are specially elected by the Faculty Forum to voting membership.
 2. Non-voting Members:
 - a. Certain non-voting ex-officio members: namely, the President of the University, the Provost, the Vice President of the University of Arizona South, the Dean of the University of Arizona South, the Vice-Dean of the University of Arizona South, and the Associate Dean of Academic Affairs of the University of Arizona South.
 - b. Those individuals who are specially elected by the Faculty Forum to non-voting membership.
- D. No candidate for a degree at the University of Arizona South shall be a member of the Faculty Forum unless specially approved by the Faculty Forum.
- E. Members of the General Faculty are eligible to vote in matters of faculty government and to hold offices and to serve on committees established in accordance with this constitution.

ARTICLE III

Officers

- A. The officers of the Faculty Forum shall consist of the President of the Faculty Forum and the President-Elect of the Faculty Forum.
- B. The President of the Faculty Forum shall:
 1. Vocalize faculty positions and represent faculty interests before public and University bodies including the University administration, alumni, Arizona Board of Regents, and the Arizona Legislature.
 2. Preside over meetings of the Faculty Forum.
 3. Succeed to the office of President one year after having been elected to serve as President-Elect of the Faculty Forum.
 4. Serve as President for a term of one year, beginning June 1 and ending May 31.
 5. Perform other duties as outlined in the Bylaws of the Faculty of the University of Arizona South.
- C. The President-Elect of the Faculty shall:
 1. Preside at meetings of the Faculty Forum when the President is absent.
 2. Oversee the creation of the Minutes of the Faculty Forum meetings (with the assistance of the faculty secretarial support), pre-approve the minutes for accuracy, and send them on to all members of the Faculty Forum for their consideration.
 3. Perform any other duties as delegated by the President.
 4. Be elected by the General Faculty in May for a term of one year beginning June 1 and ending May 31.
 5. Have served at least four years in the General Faculty or have been granted tenure at UA South before taking office as President- Elect.
 6. Be ineligible for service in any other elected faculty post during the year of service as President-Elect.
 7. Commit to serving as President of the Faculty Forum, Past- President of the Faculty Forum, and UA South Faculty Representative to the Arizona Faculties Council during the two years following the one-year term as President-Elect.
 8. Perform other duties as outlined in the Bylaws of the Faculty of the University of Arizona South.

D. The Past-President of the Faculty Forum shall:

1. Succeed to the office of Past-President two years after having been elected to serve as President-Elect of the Faculty Forum.
2. Serve as Past-President for a term of one year, beginning on June 1 and ending on May 31.
3. Serve the second year of a two-year term as the University of Arizona South Faculty Representative to the Arizona Faculties Council, beginning upon taking office as President and extending through the year of service as Past-President.
4. Be eligible to serve concurrently in any elected Faculty Forum office except that of President-Elect. The Past-President may be re-elected to the office of President-Elect of the Faculty Forum for service during the year following the term as Past-President.

E. Resignation, absence, or incapacity of Faculty Forum officers

1. In the event of a temporary absence or incapacity of the President of the Faculty Forum, his or her duties shall be exercised by the President-Elect of the Faculty Forum.
2. In the event of the resignation or permanent absence or incapacity of the President, the President-Elect shall become the President and serve both for the remainder of the absent President's term and for the one year term the President-Elect would have served under normal circumstances.
3. In the event of a permanent vacancy in the office of President- Elect, a special election shall be held to select a new President- Elect.
4. In the event of a permanent vacancy in the office of Past- President, the President-Elect will take over the formal duties of the Past-President until the end of the current term.

ARTICLE IV

Meetings

- A. Regular meetings of the Faculty Forum shall be held every month during the academic year as specified in the Bylaws.
- B. Special meetings, limited to the purpose(s) stated in the call, shall be held:
 - 1. On the call of the President of the Faculty Forum.
 - 2. On written petition from members of the Faculty, as specified by the Bylaws.
- C. The Faculty Forum may hold closed sessions as defined in the bylaws that are closed to the public and ex-officio members.
- D. Fifty percent (50%) of the voting members of the Faculty Forum shall constitute a quorum.
- E. The President of the Faculty Forum shall decide on the method of voting; however, a secret ballot shall be ordered upon the request of any member.

ARTICLE V

Faculty Standing Committees

- A. The Faculty Forum shall establish such standing committees and such ad hoc committees as may be required.
- B. The permanent standing committees of the Faculty are the Faculty Policy Committee, the Personnel Committee, the Curriculum Committee, and the Committee on Conciliation and Grievance.
- C. The Faculty Policy Committee shall:
 1. Initiate and make recommendations that deal with policy and processes that affect any aspect of the university.
- D. The Personnel Committee shall:
 1. Deal with all policies and processes as they affect academic personnel at the University of Arizona South. This charge includes, but is not limited to, such concerns as faculty recruitment and mentoring, membership in the Faculty Forum, insuring teaching excellence, promotion and tenure and academic freedom.
- E. The Curriculum Committee shall:
 1. Within existing governance structures, review and make recommendations on proposals for curricular changes, development, transfers, deletions, including but not limited to individual courses, degree-granting programs, centers, institutes, and summer and continuing education programs.
- F. The Committee on Conciliation and Grievance shall:
 1. Follow the rules from the Constitution of the General Faculty of the University of Arizona regarding Conciliation and Grievance.

ARTICLE VI

Parliamentary Authority

- A. In all matters not provided for in the Bylaws of the Faculty of the University of Arizona South, the rules contained in the current edition of Robert's Rules of Order, Newly Revised, shall govern.

ARTICLE VII

Amendments

A. Constitution:

1. Amendments to this Constitution may be proposed by the Faculty Forum or by petition to the President of the Faculty Forum signed by fifty percent (50%) of the General Faculty.
2. The President of the Faculty Forum shall send copies of such proposals to all members of the faculty and shall convene a special meeting of the Faculty Forum to consider them not fewer than ten (10) class days after distribution. The proposed amendment(s) shall then be submitted to a mail ballot of the General Faculty.
3. A three-fourths majority of the General Faculty is necessary for adoption.
4. Immediately upon adoption, the amendment shall be transmitted by the Vice-President of the University of Arizona South to the Board of Regents, and shall take effect upon affirmation by that body.

B. Bylaws:

1. Amendments to the Bylaws may be proposed by the Faculty Forum or by petition to the President of the Faculty Forum signed by fifty percent (50%) of the General Faculty.
2. The President of the Faculty Forum shall send copies of such proposals to all members of the Faculty. Not fewer than ten (10) class days and no more than fifteen (15) class days after distribution, a mail ballot shall be distributed to all members of the General Faculty together with the arguments pro and con.
3. A two-thirds majority of the General Faculty is necessary for adoption.
4. Immediately upon adoption, the amendment shall be transmitted by the Vice President of the University of Arizona South to the Board of Regents, and shall take effect upon affirmation by that body.

ARTICLE VIII

Ratification

- A. A. This Constitution and Bylaws shall be submitted to the General Faculty for approval by mail ballot. On approval it shall be forwarded to the Vice President of the University of Arizona South. The Constitution and Bylaws will become effective when approved by the Arizona Board of Regents in accordance with Policy 1-113.