

UW COLLEGES
FACULTY COUNCIL OF SENATORS
BYLAWS

Article I: Name

The name of this organization shall be the Faculty Council of Senators.

Article II: Purpose

Pursuant to UW Colleges Constitution 2.04, the Faculty Council of Senators shall represent the faculty perspective to the UW Colleges Senate. The Faculty Council of Senators shall also administer all Faculty Personnel rules, i.e. those Senate policies numbered in the 500s and 600s.

Article III: Structure

Section 1. The Senate Steering Committee Chair shall chair the Faculty Council of Senators and will be responsible for convening and conducting meetings of the faculty senators as necessary.

Section 2. The Faculty Council standing committees are the Faculty Appeals and Grievances Committee and the Faculty Professional Standards Committee.

Section 3. The Faculty Council of Senators shall establish ad hoc committees as necessary; these committees may include faculty who are not senators.

Article IV: Membership

Section 1. Current faculty senators comprise the Faculty Council of Senators.

Article V: Meetings

Section 1. The Faculty Council of Senators meets on the same days as the UW Colleges Senate. Special meetings of the Council may be called by the Senate Steering Committee chair or by petition of a majority of the Faculty Council of Senators.

Section 2. A majority of the Council members constitutes a quorum.

Section 3. The Senate Steering Committee chair shall prepare the agenda and shall include it in the UW Colleges Senate agenda.

Section 4. The minutes of all meetings shall be distributed with the UW Colleges Senate minutes.

Article VI: Amendment Procedures for Personnel Policies and Procedures

All actions of the Faculty Council of Senators that create policies or revise existing policies must use the following procedure.

Section 1. A written proposal must be introduced and discussed at a Faculty Council of Senators meeting.

Section 2. If changes are made in the written proposal as a result of the initial Faculty Council of Senators meeting, a revised version must be provided to all constituents for their consideration and it must be circulated with the minutes.

Section 3. After introduction, all Faculty Senators must bring the proposal to their constituents for their response.

Section 4. If Faculty Senators submit substantive amendments, such amendments must be available to all Senators no later than two weeks prior to the Faculty Council of Senators meeting at which an adoption vote is planned. All Faculty Senators must present proposed amendments to their constituents for their response.

Section 5. A proposal may be adopted no earlier than the first full Faculty Council of Senators meeting after the meeting where the proposal was introduced. If changes or amendments offered at the adoption meeting are substantive and deemed by the Senate to require further campus consideration, adoption may be postponed until the following meeting while Faculty Senators consult with their constituents.

Section 6. Upon adoption of the policy or the policy revision, the Faculty Council of Senators chair in consultation with the author or authors will send a clean copy of the document to the Chancellor for approval.

Section 7. The Chancellor will communicate acceptance or rejection to the Faculty Council of Senators chair in a timely manner. The Faculty Council of Senators chair will notify others as necessary.

Section 8. Once the policy is accepted, the Faculty Council of Senators chair is responsible for its inclusion in the appropriate files. The policy will include the date of the Senate meeting at which adoption or revision occurred and the names of the committees or individuals responsible.

Section 9. All Faculty personnel policy (Senate policies numbered in the 500s and 600s) will be subject to this procedure unless an emergency arises.

Section 10. In an emergency, policies developed between Faculty Council of Senators meetings may be approved by the Senate Steering Committee as interim policies subject to the

Chancellor's approval. Once approved by the Chancellor, interim policies must be subjected to the standard system of introduction and adoption outlined above.

Article VII: Amendment Procedures for Bylaws

Section 1. Any proposed amendment of the Bylaws must be submitted in writing to the Faculty Council of Senators and shall be considered within 60 calendar days of receipt of the proposed amendment.

Section 2. All Faculty shall be notified of the proposed amendment at least 30 calendar days before the meeting at which action is to be taken.

Section 3. In order to be proposed for adoption, an amendment shall be approved by two-thirds of the Faculty Council of Senators.

Section 4. A proposed amendment, approved by the Faculty Council of Senators, shall be forwarded to the Chancellor by the chair.

Section 5. The Faculty Council of Senators shall inform the Faculty of the final disposition of the amendment.