THE ACADEMIC CONSTITUTION AND BY-LAWS OF THE
FLORIDA AGRICULTURAL AND MECHANICAL UNIVERSITY
(Revised: 2006 - 2007)

The Constitution and By-Laws Committee

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APPROVED BY THE FACULTY SENATE
April, 2008

Ratified by the General Faculty
September 23, 2008
Section b. The University shall actively and consistently strive to protect the academic freedom of its faculty members, including the provision of its legal counsel or other outside resources.

ARTICLE IV
FACULTY SENATE

Paragraph 1. Function and Responsibility. -- The Faculty Senate shall be the highest legislative body within the University and shall serve in a collegial advisory capacity to the President.


Section a. Elected Faculty Members.

(1) Each college or school or equivalent academic unit shall be entitled to voting representation in the Faculty Senate according to the following formula:

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\frac{\text{Number of Voting Representatives}}{\text{Number of Eligible Faculty Members in College of School}} = \frac{\text{Number of Voting Representatives}}{\text{Number of Schools and Colleges in the University}}
\]

(2) A fraction of five-tenths or more of a person, according to the above formula, shall be construed as a whole person and shall entitle the academic unit to an additional voting senator. Regardless of formula applicability, each college or school shall be entitled to no less than two voting senators.

(3) Only full-time Faculty shall be eligible for election to the Faculty Senate. Should an eligible faculty member have assigned duties in more than one college or school or equivalent unit, s/he shall be regarded, for purposes of faculty representations as being a member of the unit in which s/he hold professorial rank.

(4) The Provost and Vice President for Academic Affairs shall, before March 1 of each year, inform each college or school equivalent unit as to the total number of full-time faculty assigned to it who hold the rank of assistant professor or higher. (NOTE: This determination shall include persons holding these ranks while serving on grants.)

(5) Each unit shall elect its representatives, normally, for two-year staggered terms during the first two weeks of March of each year. Senators elected in March of each academic year shall take office at the initial fall meeting of the Faculty Senate.

(6) In the event that a vacancy occurs during the term of any incumbent senator, the dean or equivalent academic unit head shall recommend a replacement to the Provost and Vice President for Academic Affairs who shall make the appointment to the Senate.

(7) Eligible faculty members may be elected to successive two-year terms in the Faculty Senate.

Section b. Ex-Officio Members. -- Ex-Officio members shall include the President, all vice-presidents, all academic deans, and heads of equivalent academic units, the
University Registrar, the Comptroller, the Director of University Libraries, the Director of Health, Director of Personnel Affairs, the Director of Security, the University General Counsel, and the Director of Physical Plant. The President may recommend, for approval by the Faculty Senate, additional persons as ex-officio members of the Faculty Senate as conditions warrant. The five ex-officio members of the Faculty Senate having voting rights shall be determined by the Provost and Vice-President for Academic Affairs who shall also establish the procedure for their selection as voting members.

Section c. Student Members. -- Four full-time students, including undergraduates and graduates, shall be elected to the Faculty Senate for one year terms, by procedures established by the Student Government Association. Two of these students shall have all Senate privileges, including full voting rights, and two shall be ex-officio, non-voting members.

Section d. Access by Others.

(1) All members of the general faculty and non-academic staff of the University shall have the right to address, without voting privileges, the Faculty Senate in accordance with the rules and procedures promulgated by that body.

(2) Persons not employed by the University shall have no rights to participate in any Faculty Senate proceedings, but may be invited to speak by the President of the Faculty Senate.

Paragraph 2. Officers.

Section a. President

(1) There shall be a Faculty Senate President elected by a majority of voting senators present at the March meeting of odd numbered years beginning in March of 2007. If no candidate for President receives a majority vote on the first ballot, then a second ballot shall be held among the candidates who received the highest number of votes on the first ballot.

(2) The President shall perform the leadership functions of the Senate, including, but not limited to, presiding at Senate meetings, serving as an ex-officio member of all Senate committees and carrying forward the policies, initiatives, and directives of the Senate.

Section b Vice-President.

(1) There shall be a Faculty Senate Vice-President elected by a majority of voting senators present at the March meeting of odd numbered years beginning in March of 2007, utilizing the same election procedure as that of the Faculty Senate President. The Vice President of the Faculty Senate shall assume all duties and responsibilities of the Senate President in his/her absence.

Section c. Secretary.

(1) The Secretary of the Senate shall be elected by a majority of voting senators present at the March meeting of odd numbered years beginning in March of 2007, and shall serve for a two-year term. The Secretary shall record all proceedings of the Senate when it is in formal session and provide minutes of each meeting to the entire Senate membership.

Section d. Terms of Office of the Faculty Senate Officers

(1) The President and Vice-President shall be elected for a two-year term and may be re-elected for one successive term. After serving successive terms, neither the Presi-
dent nor the Vice-President may be elected until one year has elapsed after his/her previous terms in office.

(2) The term of office shall start on the first day of the Fall contract period of the following academic year.

(3) Transitional Period. A transitional period shall be provided from the end of the spring semester to the beginning of the Fall contract period upon the election of a new President. The period is hereby provided for the outgoing and incoming President to reconcile files and records, to provide briefings on important matters of the organization, and for the transfer all records, books, property and papers belonging to the organization to the incoming President.

Section e. Balloting Procedure. All Faculty Senate Officers shall be elected by secret ballot.

Paragraph 3. A quorum of the Senate shall consist of one-half of the voting membership plus one additional senator.

Paragraph 4. Rules of Operation. -- The Faculty Senate shall establish, by democratic procedures, its own rules of operation which shall be widely disseminated among its membership and the general faculty, and that shall include electronic participation.

Paragraph 5. Jurisdiction.

Section a. The Faculty Senate shall be the supreme legislative body on internal policy and other matters within the University and shall be the principal advisory body to the President on all matters external to the University per se.

Section b. The Faculty Senate shall have jurisdiction over all internal matters, academic and non-academic, that are not reserved exclusively to the President. Its spheres of interests and concern shall include, but not be limited to, academics, resources, faculty development, admissions, grading standards, appeal and grievance procedures, professional courtesies and amenities, relations with legislative bodies and government, as well as any other programs and efforts to enhance the health, safety, and general welfare of the University community.

Section c. The University President shall have the authority to veto or overrule Faculty Senate decision. Such veto or overruling shall be communicated in writing with reasons therefore, to the secretary of the Senate as promptly as possible but not to exceed 10 days after such action has been taken.


Section a. The Steering Committee.

(1) The Steering Committee shall consist of one person from each college and school or academic unit elected from and by the Faculty Senate, at its October meeting. The Chair of the Steering Committee shall be the President of the Faculty Senate. In consultation with the Faculty Senate President, the Steering Committee shall arrange the agenda for meeting, including the reporting to the Faculty Senate by the President, other administrative officers, and standing and special committees, and other appropriate individuals who have requested or have been invited to appear before the Senate.

(2) The Steering Committee shall meet at least monthly, and shall conduct its business in accordance with this Constitution and By-Laws, and established rules of the Faculty Senate.
Section b. Committee on Committees. -- The Committee on Committees shall consist of one senator from each college and school, or equivalent unit, and two at-large senators elected by the Senate from its voting membership for two-year staggered terms at its October meeting. The Committee on committees shall elect a chairperson at its first fall meeting convened by the Senate President. It shall appoint all Faculty Senate Committees and shall recommend to the President nominees for appointment to all non-elective, University-wide committees, and other bodies as determined by the President of the University.

Section c. The Curriculum Committee.
(1) The Curriculum Committee shall consist of two members from each college and school or other academic unit, appointed by the President from nominees submitted by the Committee on Committees, for two-year staggered terms. Ex-officio members of the Curriculum Committee shall be the Provost and Vice-President for Academic Affairs, all academic deans, and the University Registrar.
(2) The Curriculum Committee shall review and make recommendations to the Faculty Senate for the approval or disapproval of new degree programs and the continuation, modification, or termination of existing academic degree programs. It shall also have the responsibility for making recommendations regarding course/program duplications with the University and planning for the improvement and development of all curricula. The Curriculum Committee shall respond to requests referred to it by the Faculty Senate from colleges and schools, or equivalent academic units and shall have the authority to initiate appropriate curriculum activities based upon its own determination.

Section d. The Library Committee.
(1) The Library Committee shall consist of two faculty members from each college and school, or equivalent academic unit, and appointed by the President from nominees submitted by the Committee on Committees for two-year staggered terms, and four students, nominated by the Student Government Association, and appointed for one-year terms. The Director of Libraries shall be an ex-officio, non-voting member of this committee.
(2) The Committee shall evaluate Library holdings, facilities, services, equipment, and procedures, and shall recommend to the Faculty Senate plans, activities, and strategies for the improvement of all libraries and library holdings throughout the University.

Section e. Other Standing and Ad Hoc Committees. -- The Faculty Senate may establish additional standing or ad hoc committees, as it deems necessary, for any purpose within its jurisdiction, in accordance with this Constitution and By-Laws and operating rules of the Faculty Senate.

Section f. Participation on Committees. No member of the Faculty Senate shall normally serve on more than three standing committees of the Faculty Senate. Unless otherwise specified in this Constitution and By-Laws, any member of the general faculty may be elected or appointed to serve on Faculty Senate committees regardless of whether or not he/she is an elected senator.

Section g. Presidential Involvement. -- The President shall be an ex-officio, non-voting member of all standing and ad hoc committees of the Faculty Senate.