

The University of New Orleans Faculty Council meeting, October 22, 2012

Minutes

1. Meeting was called to order at 4pm in KH 129 by Dinah Payne.
2. Sybil Boudreaux presented the proposal for the new bylaws for the Faculty Council. She explained that the shift to the UL System and the creation of a Faculty Senate necessitated these actions. For a list of the revisions, please see attached report.
3. The new Faculty Council Bylaws were approved as submitted (and without amendments) by the Faculty Council. The new bylaws are attached.
4. Elections for officers of the University of New Orleans Faculty Council were held. Connie Phelps was elected Chair, Janet Speyrer was elected Vice Chair, and Andrew Goss was elected Secretary. No elections for Parliamentarian were held.
5. Elections for four vacant positions on the Hearings Committee Pool were held using paper ballots. The Senate Election and Nominations committee had provided eight nominees (Mary Mitchell, Eliza Ghill, Neal Maroney, Edit Bourgeois, Jeanne Pavy, Tammie Causey, Carla Penz, and Bill Galle). Each Faculty Council member present was asked to vote for four candidates. Mary Mitchell, Neal Maroney, Jeanne Pavy and Carla Penz were elected to three year terms, ending in Spring 2015.
6. Meeting was adjourned at 4:30pm

## **List of revisions made to LSU System Faculty Council Bylaws**

All references to the LSU System, Chancellor, and Administrative Council have been replaced, throughout the Faculty Council Bylaws, by the requisite changes that reflect UNO's move to the U.L. System.

Additional modifications were necessitated by the change from a University Senate to a Faculty Senate.

Article I. Functions and Purpose – no changes

Article II. Section 1. Members –

Removed mention of administrative rank.

Article II. Section 2. Faculty

Removed mention of administrative rank.

Article III. Section 1. Officers

Changes necessitated because of the change to the U.L. System. Faculty will fill all officer positions.

Section 2. Chair (new, defines responsibility)

Section 3. Vice Chair (new, defines responsibility)

Section 4. Secretary (new, defines responsibility)

Section 5. Parliamentarian (new, defines responsibility)

Article IV. Section 1. Meetings

Largely revised.

Section 2. Quorum

Largely unchanged.

Article V. Committees

Section 1. Revised due to the establishment of a Faculty Senate rather than a University Senate. (Four paragraphs added.)

Section 2. Policy Committee

Removed as a committee of the Faculty Council due to the elimination of the Policy Committee in the new Faculty Senate Bylaws.

Former Section 3. “University Standing Committees” now becomes Section 2.

“Standing Committees”

Minor changes.

Article VI. Limitations

Section 1. Vetoes.

Revised – in addition to the current language that allows “any decision of a committee of the Faculty Council or of the Faculty Council to be vetoed by a 2/3rds vote of the entire faculty of any one college or academic division”, the following language has been added following “academic division” **or by a 2/3rds vote of the entire Faculty Council, present and voting.**

Section 2. Authority

No change.

Article VII. Parliamentary Authority

No change.

Article VII. Amendments.

No change

# **Bylaws of the University of New Orleans Faculty Council**

## **Article I. Functions and Purpose**

The Faculty Council or appropriate standing committees thereof shall have coordinating authority in all matters involving the establishing of curricula, the fixing of standards of instruction, the determining of requirements for degrees, and generally the determining of the educational policy of UNO in all matters affecting more than a single college, school, or division, and shall advise the administration in other matters as appropriate.

## **Article II. Members**

**Section 1. Composition.** The UNO Faculty Council shall consist of all full-time faculty of the University of New Orleans.

**Section 2. Faculty.** The Faculty of the university shall consist of all members of the academic staff having the rank of instructor or higher who are appointed full-time for at least one year.

## **Article III. Officers**

**Section 1. Officers.** The officers shall be a chair, a vice chair, a secretary, and a parliamentarian elected by the members of the Faculty by a majority vote of those present and voting.

**Section 2. Chair.** The Chair shall call the Faculty Council into session in accordance with Article IV of these Bylaws and shall coordinate the meetings and the agendas.

**Section 3. Vice Chair.** The Vice Chair shall serve in the Chair's absence.

**Section 4. Secretary.** The Secretary shall record and electronically disseminate the minutes of the Faculty Council, shall conduct its correspondence, and shall issue notification of meetings in accordance with the provisions of Article IV of the Bylaws.

**Section 5. Parliamentarian.** The Parliamentarian shall follow Roberts Rules of Order, Revised as designated in Article VII of the Bylaws to enforce the rules of order during Faculty Council meetings.

## **Article IV. Meetings**

**Section 1. Meetings.** The Faculty Council shall meet at least once per year in the Fall semester at which time Faculty Council officers will be elected and Faculty will present and discuss issues of immediate concern and importance. All Faculty may submit issues for discussion. The Chair will issue a call to all Faculty for submission of issues and concerns a month prior to the fall meeting. The faculty member submitting the issue will be in charge of organizing the information and leading the discussion. Also, the chair will call a meeting of the Faculty Council upon the written request of 50 members of the Faculty Council. At least seven days' notice of meetings shall be given all members by the secretary of the Faculty Council.

**Section 2. Quorum.** Twenty-five percent of the membership of the Faculty Council shall constitute a quorum. No quorum shall be considered to exist at any time between the close of the spring semester and at the beginning of the following fall semester, except that the Faculty Council may call a special meeting during this period by a two-thirds vote at a regular meeting.

## **Article V. Committees**

**Section 1. Faculty Senate.** As a standing committee of the UNO Faculty Council, the Faculty Senate is a representative body of the faculty under the administration of the University of New Orleans, the Faculty Senate is constituted to promote and implement, consistent with the purposes of the University, maximum participation of the faculty in university governance. In this capacity, the Faculty Senate will assist the administration in such matters of primary faculty responsibility, such as academic standards and curriculum, student affairs, and administrative policy as it affects faculty welfare. Further, the Faculty Senate shall have authority in all matters affecting more than a single college, school, or a division and involving the establishment of curricula, the fixing of standards of instruction, the determination of requirements for degrees, and generally the formulation of the educational policy of the University in such matters.

The Faculty Senate will aid in the selection of university-wide administrators. The Faculty Senate shall establish, set charges for, and supervise University and Senate standing committees. It shall be responsible for populating membership of specified University committees.

The Faculty Senate will advise the administration in the formulation and execution of policy with respect to the broadly defined goals, priorities, and financial needs of the University. The Faculty Senate shall serve as the forum for meetings between University administration and faculty regarding relevant issues for debate and discussion. This body will also serve as a forum for advocacy of faculty prerogative and position on important academic and University matters.

The Faculty Senate shall be the organ for dissemination of appropriate administrative information to faculty. The Faculty Senate will also communicate faculty interests to the public and public officials as deemed appropriate in furthering the purpose of the organization.

**Section 2. University standing committees.** The Faculty Senate will establish, set charges for, and supervise the University standing committees except for the Courses and Curriculum Committee and committees dealing with disciplinary matters.

#### **Article VI. Limitations**

**Section 1. Vetoes.** Any decision of a Committee of the Faculty Council or of the Faculty Council may be vetoed by a two-thirds vote of the entire faculty of any one college or academic division, or by a two-thirds vote of the entire Faculty Council, present and voting, provided that such veto is voted at a Faculty Council meeting not later than 30 days after the decision. A two-thirds vote of the Faculty Council present and voting is required to override such a veto. If the veto is not overridden at the meeting at which it occurs, the entire voting membership of the Faculty Council must be informed in detail of the veto and of the matter vetoed no later than two week following the veto action.

**Section 2. Authority.** Action taken by the Faculty Council shall be subject only to the superior authority of the Board of Supervisors. Should any action taken by the Faculty Council be deemed by the President of UNO or by the President of the University System to be of an administrative rather than an academic nature, or not in the best interest of the University, each shall have the power to suspend the enforcement of such action pending final disposition by the Board of Supervisors.

#### **Article VII. Parliamentary Authority**

All meetings of the Faculty Council shall be conducted in accordance with Robert's Rules of Order, Revised.

#### **Article VIII. Amendments**

Amendments to these Bylaws may be proposed by the University Senate or by the Faculty Council, and must be approved by a two-thirds vote of the Faculty Council membership present and voting, prior notice of one week having been given of any amendment to be presented for approval.

Approved October 22, 2012