

## **9. Constitution of the University Senate**

Preamble and 9.1 unchanged

### **9.2 Membership**

9.2.1 Membership in the University Senate shall consist of the following elected and ex officio representation:

9.2.1.1 By virtue of their offices the President of the University and the Provost and Executive Vice President for Academic Affairs;

9.2.1.2 One (1) academic dean selected annually by all such deans to represent them;

9.2.1.3 Regular faculty representatives from each of seven (7) colleges for staggered three-year terms based upon number of faculty in each college;

9.2.1.3.1 Each five years the number of regular faculty representatives from each college shall be reviewed and appropriate adjustments made;

9.2.1.4 One (1) faculty representative from Honors College selected by the Honors College faculty for a three-year term;

9.2.1.5 Two (2) contract faculty elected for staggered three-year terms by and from the full-time contract faculty;

9.2.1.6 Ten (10) professional personnel representatives, elected by and from professional personnel from within the units represented on the President's Cabinet for staggered three-year terms;

9.2.1.6.1 The number of representatives from each unit will be determined by the number of professional personnel in the unit.

9.2.1.6.2 Each five (5) years the number of professional personnel from each unit will be reviewed and appropriate adjustments made;

9.2.1.7 By virtue of their offices the President of the Student Government Association; the President of the Student Senate, the President Pro Tempore of the Student Senate, one graduate student elected by the graduate student body at large, and two undergraduate students elected by the student body at large for one-year terms. In the cases of vacancies the President of the Student Government Association shall appoint students to best represent the diverse student population at Ball State University;

9.2.1.8 By virtue of their offices the Chairpersons of the Faculty Council and the Professional Personnel Council, non-voting.

- 9.2.2 No person except students may serve more than two consecutive full terms as an elected member of the Senate. An individual can be re-elected when the next election for the unit is held after a minimum of one year from the end of the last full term.
- 9.2.3 All elections of faculty and professional personnel representatives to the University Senate will be conducted by the units which they represent under the direction of the Governance and Elections Committee. Student Representatives to the University Senate will be elected by the student body at-large and elections will be conducted by the Student Government Association. Elections for faculty and professional personnel representatives shall be held by March 15 each year for Senators to be seated in the fall. Student Government Association elections will follow regular SGA timelines and procedures.

9.2.4 through 9.2.9 are unchanged.

### **9.3 Structure and Organization**

9.3.1 The University Senate shall have three (3) elected officers, chosen by majority vote of the newly elected Senate to serve one (1) year terms, who must be elected members and not ex officio members of the Senate. After the completion of Senator elections in the spring, a special session of the Senate will be convened no later than April 30 for the purpose of electing Senate officers and members of Senate Agenda Committee. Those eligible to vote during this session will be newly elected Senators and sitting Senators who have one or two years remaining in their current terms. The newly elected Senate officers will be seated on the Monday following spring commencement. All other newly appointed and elected officers, Senate members, Council members, and Committee member shall be seated the first day of fall semester.

9.3.1. The Chairperson shall conduct all meetings of the Senate, serve as chairperson of its Agenda Committee, and represent the University governance system to the President of the University and the Board of Trustees. A parliamentarian may be named each year by the Chairperson.

9.3.1.2 and 9.3.1.3 are unchanged

9.3.2 The following standing committees of the Senate shall be maintained on a continuing basis: Senate Agenda: Governance and Elections; Athletics; Judicial; Public Safety; Library; and Financial and Budgetary Affairs.

9.3.3 In addition to its standing committees the Senate may form such ad hoc committees or task forces as it deems necessary for carrying out its responsibilities. No ad hoc committee or task force may continue in existence longer than twelve months unless its life is specifically extended by the Senate.

9.3.4 is unchanged

#### **9.4. University Senate Councils and Committees**

9.4.1. The Senate shall maintain two University Senate Councils – the Faculty Council and the Professional Personnel Council – to assist the University Senate in forming educational policies. The two University Senate Councils shall maintain the following standing committee:

9.4.1.1 Faculty Council: Academic Freedom and Ethics, Contract Faculty, Creative Arts, Creative Teaching, Graduate Education, Academic Technology, Professional Education, Research, Special Leave, Teaching Evaluation, Undergraduate Education, University Grade Appeals, University Promotion and Tenure;

9.4.1.2. Professional Personnel Council: Admissions and Credits, Online Distance Education, International Programs, Master Planning and Facilities, and Publications and Intellectual Properties.

9.4.2. The establishment of new University Senate Councils and Council Standing Committees shall be recommended to the Senate by the Governance and Elections Committee.

9.4.3. Members of councils or standing committees/subcommittees in the Senate system, with the exception of students, may serve two (2) complete and consecutive three (3)-year terms, except for such alternative maximum term length as otherwise may be specified below under the University Senate Councils and Committees Structure.

9.4.4. through 9.4.6. are unchanged

9.4.7. Eliminate this section, believe is no longer needed. Change all numbers to follow.

Using new numbering below:

9.4.7. through 9.4.15. are unchanged. Changes in 9.4.16 are editorial only, changing “,” to “;” where appropriate

9.4.16. Each council or committee shall transmit its minutes, the summary report, and also all bylaws and operating procedures adopted by the body to the office of the University Senate to be distributed to: the Office of the President; the Chairperson and Secretary of the Council; the Chairperson, Vice Chairperson, and Secretary of the University Senate; the President of the Student Government Association; and the Ball State University Archives maintained by the University Libraries.

The minutes of the Academic Freedom and Ethics Committee and the University Promotion and Tenure Committee insofar as they concern confidential personnel recommendations shall be distributed to the President, the appropriate Vice President, and the Chairperson of the Faculty Council.

9.4.17. through 9.4.19 are unchanged

9.4.20. The word “colleges” in this document refers to the following colleges: College of Architecture and Planning; Miller College of Business; College of Communication,

Information, and Media; College of Fine Arts; College of Health; College of Sciences and Humanities; and Teachers College.

**9.5. Amendments – unchanged**