

## Spring 2025, Faculty Senate Bylaws Amendments

### Process:

- FSEC: referral of proposed bylaws amendments to the FS bylaws committee (March 28, 2025)
- FS Bylaws committee: review and revision of proposed amendments (April 7, 2025)
- FS Chair: Compiled and distributed proposed amendments to FSDC and FSEC (April 9, 2025)

### Reference document:

- All page numbers refer to the current posted bylaws of the faculty senate, [bylaws-2023.pdf](#)

### Summary:

- Item 1: Article I, Change to definition of Voting Faculty
- Item 2: Article III, Change to location for permanent storage of senate minutes
- Item 3: Article VII, Change to specify inclusion of UPC vote tally in preliminary and final UPC reports
- Item 4: Appendix, updates to Diversity Committee
- Item 5: Appendix, updates to Microcredentials Committee
- Item 6: Appendix, update to Committee on the University Environment

**Item 1: Policy change in Article I.** By our current bylaws, faculty on work visas are considered as temporary, not term, appointments. Because of this “temporary” status, these faculty, who would otherwise meet the criteria for term voting faculty, are excluded by our current bylaws. This amendment is to correct the disenfranchisement of these faculty. [Note: the FS circulated a memo that was approved by the deans and provost to give these faculty voting privileges this year, but the change should be codified in the bylaws.]

### Proposed amendment: Article I, e. Voting Faculty (page 2)

- e. **Voting Faculty.** The Chancellor, the President, the Provost, and all faculty members having academic rank (Professor, Associate Professor, Assistant Professor, Instructor, Librarian, Associate Librarian, Senior Assistant Librarian, and Assistant Librarian) and term or continuing appointment – the foregoing includes administrative appointees with concurrent academic rank and Bartle Professors – and all clinical faculty members at the associate rank or higher who have served as qualified academic rank faculty for at least three years (*Approved by faculty May 2017*). **All such persons holding academic or clinical rank who meet the criteria for voting faculty and have temporary academic appointments due to nonimmigrant work status (Temporary Work Authorization) shall also be considered Voting Faculty.** Other persons having temporary academic appointments or qualified academic rank may be included in the Voting Faculty upon the recommendation of the appropriate academic units and with the approval of the Provost.

*Proposed amendment as above with tracked changes on existing bylaws*

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Item 2: Minor changes in Article III, Title A, 6. and Title B, 12 to location of permanent minutes. The staff person supporting the faculty senate (now Kellie Hovancik) holds the paper copies and an additional paper copy is held at the library. The faculty senate secretary position is only a one-year term and has no dedicated office space, so the secretary holds no copies.

Proposed amendment: Article III, Title A. Faculty Meetings, 6. Faculty Minutes (page 4)

6. **Faculty Minutes.** Under the direction of the Secretary of the Faculty, minutes of each faculty meeting shall be prepared and distributed to the faculty. In addition, permanent files will be kept by the Office of the Provost and the Dean of Libraries (file housed in the University Archives).

*Proposed amendment as above with tracked changes on existing bylaws*

6. **Faculty Minutes.** Under the direction of the Secretary of the Faculty, minutes of each faculty meeting shall be prepared and distributed to the faculty. In addition, permanent files will be kept by the Office of the Provost and the Dean of Libraries (file housed in the University Archives).

Proposed amendment: Article III, Title B. Faculty Senate, 12. Minutes (page 10)

12. **Minutes.** Under the direction of the Secretary, minutes of each Senate meeting shall be prepared and distributed to members of Faculty Senate constituencies. In addition, permanent files shall be kept by the Office of the Provost and the Dean of Libraries (file housed in the University Archives).

*Proposed amendment as above with tracked changes on existing bylaws*

12. **Minutes.** Under the direction of the Secretary, minutes of each Senate meeting shall be prepared and distributed to members of Faculty Senate constituencies. In addition, permanent files shall be kept by the Office of the Provost and the Dean of Libraries (file housed in the University Archives).

Item 3: Policy change in Article VII, Title E, 2, e. ii. The UPC committees have had different practices of including the vote count in the preliminary UPC report or not, while it is usually included in the UPC final report. The reason for this policy change is twofold – first, for consistency in the preliminary report and second, the vote count of the UPC may be an important consideration for a faculty member in making a decision to request a formal review. The proposed changes are to explicitly require faculty member notification in both the preliminary UPC report and written UPC documents in the file.

Proposed amendment: Article VII, Title E, 2 Procedures for Cases other than Initial Appointments, e, i. regarding the required preliminary UPC report to a faculty member under review (page 26 and page 27)

- ii. Notification of its action, in the form of the Preliminary UPC Report **that includes the vote tally of the committee**, shall be sent to the faculty member under review, IPC, appropriate administrators through the level of Dean or Director, and the Provost.

And

- v. The recommendation of the UPC shall be voted by secret ballot, and a majority of all Committee members eligible to vote shall be required for the establishment of the recommendation. A written recommendation and report of the Committee and a tally of the vote shall be submitted to the President through the Provost (*Approved by faculty in May 2007*) and a copy shall be placed in the official personnel file of the faculty member whose case is being considered. At least five days before the file is to be reviewed by the President of the University, the candidate must be informed in writing of the decision of the UPC (**including the vote tally of the committee**) and that he/she may review the file and respond. (*Approved by faculty in mail ballot in February 1989*) If the President is not inclined to implement the recommendations of the UPC, the President or the President's designee shall meet with the UPC to review the case. This must be done within three weeks of the receipt of the report from the UPC. If the President then decides against implementing the UPC's recommendation, he/she shall indicate the reasons for his/her decision.

*Proposed amendment as above with tracked changes on existing bylaws*

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2007) and a copy shall be placed in the official personnel file of the faculty member whose case is being considered. At least five days before the file is to be reviewed by the President of the University, the candidate must be informed in writing of the decision of the UPC (including the vote tally of the committee) and that he/she may review the file and respond. *(Approved by faculty in mail ballot in February 1989)* If the President is not inclined to implement the recommendations of the UPC, the President or the President's designee shall meet with the UPC to review the case. This must be done within three weeks of the receipt of the report from the UPC. If the President then decides against implementing the UPC's recommendation, he/she shall indicate the reasons for his/her decision.

#### Item 4: Update to Diversity Committee charge in Appendix, Title A Faculty Senate

**Committees.** Changes were submitted to FSEC by the committee to update according to changes in offices/titles and process. In addition, removal of the term limit and how to rotate new members was added to the FSDC amendments to be consistent with other committees. Amendments are shown with tracked changes.

Proposed amendment with tracked changes on existing bylaws: Appendix, Title A, Diversity Committee (page 35-36)

#### **DIVERSITY COMMITTEE** *(Approved by faculty May 2016)*

The Faculty Senate Diversity Committee is dedicated to valuing the complex and multiple ways in which diversity is experienced among faculty and students. The Diversity Committee employs a social justice based understanding of the diversity of social locations, including, but not limited to, those related to race; ethnicity; national origin; gender, gender identity and gender expression; sexual orientation; socio-economic status; age; religion; veteran status; and ability status. A specific emphasis is placed on understanding the contexts of oppression that facilitate multiple forms of exclusion and marginalization embedded within institutional structures and social practices.

#### **Charge:**

The Diversity Committee will advise the University administration and the Faculty Senate on all policies related to diversity, equity, and inclusion both by its initiative or upon invitation.

It will engage with the Division of Diversity, Equity and Inclusion; the Vice President for Diversity; the Student Affairs Divisional Diversity Officer (DDO); the Academic Diversity Officers; the Divisional Diversity Officers; and the Graduate School in reviewing policies and the effectiveness of their implementation.

It will work with the Faculty Senate and Faculty Senate committees to advocate for diversity in their composition.

All motions going from the Faculty Senate Executive Committee to the Faculty Senate will pass through the Diversity Committee for comment on their suitability regarding diversity and inclusion. On each motion, the Diversity Committee may choose to:

- i) take no action,
- ii) endorse it,
- iii) review, but remain neutral, or iv) oppose it.

For actions ii – iv, the Diversity Committee can provide comments as to their selection. For action iv, the Diversity Committee may elect to offer an alternative motion to the Faculty Senate.

#### **Purview:**

The purview of the Diversity Committee includes, but is not limited to, policies and practices related to:

- faculty recruitment and retention,
- promotion and tenure,
- curriculum development and review,
- admissions,
- enrollment and graduation demographics of undergraduate and graduate students.

**Composition:**

- Seven faculty members
  - four from Harpur College, with at least one from each of the divisions, and
  - three from the Professional Schools and the Library.

These faculty members will serve two-year terms. The representation from the Professional Schools and the Library shall rotate when new members are added. No two faculty members from the same Professional School or Library shall serve concurrently.

- Two student liaisons, one undergraduate and one graduate, to be appointed by the Student Association and the Graduate Student Organization, respectively.
- One Professional Staff Senate (PSS) liaison, to be appointed by PSS. Student and PSS liaisons are non-voting members.

Item 5: Update to Microcredential Committee charge in Appendix, Title B. Joint Faculty Administration Committees. Changes were made collaboratively with the committee chairs and FS and transmitted by FSEC by the committee to update according to changes in offices/titles, SUNY terminology, remove outdated competencies, and update process. Amendments are made with tracked changes.

Proposed amendment [with tracked changes on existing bylaws: Appendix, Title B, Microcredential Committee \(Joint\) \(page 46\)](#)

## **MICROCREDENTIAL COMMITTEE (Joint)** *(Approved by Faculty Senate on September 29, 2020)*

### **Charge:**

1. To oversee the university-wide microcredential policy.
2. To approve university-approved microcredential submitted by units.
  - a. For credit-bearing microcredentials, the process will be
    - unit approval
    - Microcredential Committee approval
    - either Graduate School or Undergraduate Education approval
    - Program Review Committee approval
    - Faculty Senate Executive Committee approval
    - the final proposal is then verified by the Microcredential Committee
  - b. For non-credit microcredentials, the committee will provide final approval for microcredentials already approved at the unit level through regular curriculum processes; and complete approval for microcredentials coming from entities without deans.

### **Composition:**

The Microcredential Committee consists of eight members total. The Assistant Provost & Director of Workforce Development is the chair, the Faculty Senate will appoint a faculty vice-chair and four faculty drawn from various schools and the Library, two additional members chosen by the Provost. Thus, Faculty Senate representatives comprise five of the eight voting members of the Microcredential Committee.

These faculty members will serve two-year terms. The representation shall rotate when new members are added. No two faculty members appointed by the Faculty Senate from the same department or Professional School shall serve concurrently.

Additional non-voting members whose expertise would contribute to the committee's function may be added at the discretion of the committee chair subject to the approval of the Faculty Senate Executive Committee.



Item 6: Update to Committee for the University Environment in Appendix, Title B. Joint Faculty Administration Committees. Changes were made to add the Chief Sustainability Officer to the committee. Amendments are made with tracked changes.

Proposed amendment with tracked changes on existing bylaws: Appendix, Title B, Committee for the University Environment (Joint) (page 43)

**Composition:** *(approved by faculty May 2016):*

- 8 faculty members, 5 selected by the Faculty Senate and 3 selected by the Provost
- 3 students, 2 nominated by the Student Association (SA) and 1 by the Graduate Student Organization (GSO)
- Vice President for Operations or his/her designee
- One professional employee appointed by the Professional Staff Senate (PEC)
- One Residential Life representative appointed by the Vice President for Student Affairs
- One Physical Plant representative appointed by the Associate Vice President for Physical Facilities
- Chief Sustainability Officer or a designee of the President
- The Steward of the Nature Preserve *(Approved by Faculty Senate May 10, 2011)*
- Additional non-voting members whose expertise would contribute to the committee's function may be added at the discretion of the committee chair, subject to the approval of the Executive Committee. The term of office of such appointees shall be the same as that of the committee's elected members. *(Approved by Faculty Senate on November 29, 2005)*

Faculty Senate appoints the Chair and the President appoints an Administrative Vice Chair.