

# **Annual Report of the Committee on Committees**

## for the Academic Year 2018-2019

Submitted by James Mattingly, Chair of the Committee on Committees on Behalf of the Committee, April 1, 2019. Last amended May 23, 2019.

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## Charge of the Committee on Committees

6.5 Selection of committee members. The Committee on Committees shall coordinate college elections for committees and shall hold elections for all at-large positions on committees. The Committee on Committees shall have the power to fill committee vacancies via appointment until such time as it is able to conduct an election to fill the position for the remainder of the term.

6.5.1 The Committee on Committees shall report the results of all elections to the Chair of the Senate no later than April 1.

6.5.2 The Committee on Committees shall issue an annual report to the Senate that describes the charge of each committee and updates the membership of the Senate and all committees. This report shall be presented to the Senate at its final regularly scheduled meeting of the spring semester. The Committee on Committees shall at this time recommend to the Senate the discharge of any standing or ad hoc committees (except for standing committees established by the Faculty Constitution) which in its judgment have become superfluous. The Secretary of the Senate shall append this report to these Bylaws.

*University Faculty Senate Bylaws*

<http://www.uni.edu/senate/uni-faculty-senate-bylaws-0>

## Recommendations of the Committee

The Committee on Committees submits this report in fulfillment of its mandate as prescribed by its charge, as provided in the Faculty Senate bylaws. Over the course of the year, the committee contacted Senate Chairs of the Colleges and Rod Library, requesting each to fill committee positions that expire in 2019.

Description of election procedures. The Committee used its redesigned database of faculty committee assignments to identify seats that require re-election this year. The Committee and college senate chairs conducted elections using the university's electronic ballot system (the Library uses an email system), completed just before spring break. ***This report reflects the results of those elections and can be used as a guide to faculty governance assignments for the academic year that ends May 15, 2020.***

Report on election results. Faculty elected to seats that expired in 2019 are included in committee assignments in the following pages. Forty-five of the 135 total faculty seats on university committees were included in this year's elections. Participation rates in faculty elections were:

- CBA 21 of 51 voting faculty (41%)
- COE 45 of 106 voting faculty (42%)
- CHAS 89 of 224 voting faculty (40%)
- CSBS 39 of 93 voting faculty (42%)
- LIB
- Graduate College 74 of 444 graduate faculty (17%)
- At-large 207 of 497 voting faculty (42%)

Report on appointments required to fill vacant offices. Appointed, instead of elected, faculty are: Donna Hoffman on the University Faculty Senate (vacated by Mitchell Strauss' retirement) and Kelly Strong on the University Committee on Curriculum (vacated by Gayle Rhineberger-Dunn administrative appointment); one seat assigned to the College of Business Administration on the Budget Advisory Committee remains vacant (due to prior faculty resignation).

## Recommendations:

Regarding committee changes.

- The charge of every committee must be reviewed for potential revision or discharge.
- A committee reporting template and schedule must be established to facilitate annual review.
- Term limits should be considered for all committees.
- The committee has recommended discharge of the University Writing Committee, which was passed by the Faculty Senate during its meeting on April 8, 2019.

Regarding procedural changes.

- The Committee redesigned the database of faculty offices during the current academic year. The Senate Secretary will maintain the new database, to preserve its integrity.
- The Committee instituted the electronic voting system across all colleges (except the Library) during the current academic year.
- The Faculty Budget Committee and the Committee for Admission, Re-admission, and Retention were changed to 3-year terms to be consistent with all other committees charged by the Faculty Senate.
- The Committee recommends no further procedural changes at this time.

### **Conventions Used in the Report**

Abbreviations. The following abbreviations are used for units and colleges: College of Education, COE; College of Humanities Arts and Sciences CHAS; College of Social and Behavioral Sciences, CSBS; College of Business Administration, CBA; Graduate College, GRAD; Library, LIB; Non-Voting Faculty, NV.

Terms of office. The 2-digit year before each name indicates expiration of the term of office. The number in parentheses indicates the term now being served. Zero (0) is used for those completing offices vacated prior to the term's expiration; partial terms are not counted toward term limits. Currently, all committee assignments for committees charged by the Faculty Senate are 3-year terms.

## **SECTION 1: OFFICERS AND COMMITTEES OF THE FACULTY SENATE**

### **Chairperson of the University Faculty (1-yr term; 2-term limit): Barbara Cutter (2)**

The University faculty shall elect its chairperson by majority vote of those voting. The Committee on Committees shall make at least two nominations; other names may be added to the ballot by petition of at least thirty faculty members delivered to the secretary of the faculty. The chairperson shall serve a term of one year, beginning in the fall semester; a person may serve no more than two consecutive terms.

*Article II of the Constitution of the Faculty of the University of Northern Iowa*

<https://www.uni.edu/senate/constitution-faculty>

**Note:** Barbara Cutter was elected by a large majority of voters, 72.2%

### **Chairperson of the Graduate Faculty (1-yr term; 2-term limit): Darcie Davis-Gage (1)**

The chairperson of the Graduate Faculty will be elected by a vote of the membership in the spring of each year for a one-year term and may serve for no more than two years consecutively. The chairperson of the Graduate Faculty shall convene regular and special meetings of the Graduate Faculty and preside over them. The chairperson of the Graduate Faculty shall prepare, with the assistance of the chairperson of the Graduate Council and the Graduate Dean, agenda for meetings and provide for the distribution of the agenda to the Graduate Faculty prior to the meeting. The chairperson of the Graduate Faculty will act as a spokesperson for the Graduate Faculty and as an ex-officio member of the Graduate Council.

*Article II of the Graduate Faculty Constitution*

[https://www.grad.uni.edu/sites/default/files/pdf/graduate\\_faculty\\_constitution.pdf](https://www.grad.uni.edu/sites/default/files/pdf/graduate_faculty_constitution.pdf)

### **Officers of the University Faculty Senate (1-yr term; 1-term limit)**

Former Chair of the Faculty Senate: Amy Petersen

Chair of the Faculty Senate: James Mattingly

Vice-Chair of the Faculty Senate: John Burnight

Secretary of the Faculty Senate: Gretchen Gould

"At the last regular meeting of the spring semester, the Senate shall elect, from its newly elected and continuing members, a vice chairperson to take office beginning May 15. The chairperson shall be the person whose term as vice chairperson is just ending." The Chair of the Faculty Senate also serves as Vice-Chair of the Faculty. The Vice-Chair of the Faculty Senate serves as Ex Officio (non-voting) member of the Committee on Committees. The Chair of the Faculty Senate appoints a Secretary.

**Chairs of the College Faculty Senates (1-yr term; various term limits)**

Chairs of the college faculty senates each serve 1 year, according to their constitutions, except the CBA Chair, who serves a 2-year term. See college faculty bylaws for various references to term limits.

- Chair of the CBA Faculty Senate: Karthik Iyer
- Chair of the CHAS Faculty Senate: Cara Burnidge
- Chair of the COE Faculty Senate: Lyn Countryman/Disa Dornish (Co-chairs)
- Chair of the CSBS Faculty Senate: Robert Dise
- Chair of the LIB Faculty Senate: Angela Pratesi

**University Faculty Senate/UFS (2-term limit)**

Acts on behalf of the University Faculty on matters of curriculum, educational policy, and other matters related to maintenance of shared governance.

CBA 20 (1): James Mattingly (Chair)	COE 22 (1): Megan Balong
CBA 21 (1): Imam Alam	COE 21 (2): Nicole Skaar
CHAS 20 (1): Amanda McCandless	COE 22 (2): Danielle Cowley
CHAS 21 (1): Andrew Stollenwerk	CSBS 20 (0): Donna Hoffman
CHAS 20 (1): Shahram Varzavand	CSBS 22 (1): Charles Holcombe
CHAS 21 (1): Mark Sherrard	CSBS 22 (1): Qingli Meng
CHAS 20 (1): John Burnight (Vice-Chair)	LIB 21 (2): Gretchen Gould (Secretary)
CHAS 22 (1): Syed Kirmani	NV 21 (2): William Koch
CHAS 22 (1): Francis Degrin	NV 20 (1): Thomas Hesse
CHAS 21 (1) Kenneth Hall	Former-Chair: Amy Petersen
COE 20 (1): Leigh Zeitz	Ex Officio: Barbara Cutter (Chair of the Faculty)

**Article V 3.1 University Faculty Senate Membership.** The University Faculty Senate shall be composed of members elected by and from the voting faculty from each undergraduate college (including academic units which function as a college although otherwise designated), elected by and from the Library Faculty, and elected by and from the non-voting faculty. The number of senators to be elected by the members of each undergraduate college and the Library will be determined by the following formula: one senator per thirty voting faculty members rounded to the nearest multiple of thirty, with a minimum of at least one senator from each college. Two non-voting senators, elected from the non-voting faculty shall have full rights of debate and motion but no Senate vote. The chairperson of the faculty shall be an ex officio member of the University Faculty Senate with full rights of debate and motion but will not vote.

*Constitution of the Faculty of the University of Northern Iowa (as amended August 29, 2011)*

<https://www.uni.edu/senate/constitution-faculty>

**Committee on Committees/CoC (2-term limit)**

Presents nominations and conducts elections for University Faculty at-large positions for various university-wide committees. Also coordinates college elections for university-wide committees. The Library representative is the Chair of the Library Nominations & Elections Committee.

CBA 21 (2): David Surdam	CSBS 21 (1): Michael Fleming
CHAS 20(1): Doug Shaw	LIB 22 (2): Susan Moore
CHAS 22 (2): Jin Zhu	At Large 21 (1): Kyle Rudick
COE 22 (1): David Schmid	Faculty Senate Vice-Chair: John Burnight

The Vice-Chair of the University Faculty Senate is ex officio Chair.

**Faculty Budget Committee/FBC (no term limit)**

Serves to maintain awareness of the University’s financial condition among University and College Faculty Senates, and as liaison between the faculty and administration, regarding financial and budgetary matters.

CBA 20 (0): Vacant	LIB 21 (2): Susan Moore
CHAS 22 (1): Nalin Goonesekere	Faculty Senate Chair: James Mattingly
COE 22 (2): Becky Hawbaker	Faculty Senate Vice-Chair: John Burnight
CSBS 21 (1): Brian Warby	

The Chair of the University Faculty Senate is ex officio Chair and the Vice-Chair is ex officio member.

**Two Senate committees are currently under review by the Faculty Handbook Committee:  
Panel on Faculty Conduct/PFC**

It is the responsibility of all members of the faculty to uphold norms of professional ethics and to protect academic freedom. The Panel on Faculty Conduct shall consist of all tenured, fully promoted faculty members. When notified of the necessity for a hearing committee, the Senate Chair shall randomly select 25 names from the Panel to fulfill his/her obligation under the 1973 Board of Regents Procedure for Handling Faculty Dismissal Cases. The Provost’s selections may also come from this panel. Under the 1973 Board of Regents Procedure for Handling Faculty Dismissal Cases, “No member should be chosen from the Senate or from the preliminary committee of three. Except in unusual circumstances, no member of the accused’s department should serve on this committee.”

**Faculty Welfare Committee/FWC**

The Faculty Welfare Committee shall consist of the Chair of the Faculty, the chair (or designee) and a designee from the Faculty Senate and the chair or designee from the other college senates. All members of the Faculty Welfare Committee shall be tenured. Under the 1973 Board of Regents Procedure for Handling Faculty Dismissal Cases, the Faculty Welfare Committee shall, upon request from the provost, “appoint a committee of three, at least one of whom is a member of the Faculty Welfare Committee, to inquire quickly and informally into the [accusation against a faculty member] and decide whether in their opinion formal proceedings are justified.” Those appointed to the inquiry committee must have the rank of full professor with tenure. No one shall be appointed to the inquiry committee who is a member of the University Faculty Senate or who is from the accused’s department.

## SECTION 2: STANDING COMMITTEES CHARGED BY THE FACULTY SENATE

### **Advisory Committee for the Center for Excellence in Teaching and Learning/CETL (2-term limit)**

Oversees and provides direction for the activities of the Center for Excellence in Teaching and Learning. Meets each semester or as required. Members are elected for 3-year terms, and are limited to two consecutive terms. Members of the Advisory Committee for the Center for Excellence in Teaching and Learning assist the CETL by:

1. Serving as advocates for the CETL in the departments/schools and colleges, and helping to foster a vibrant culture of teaching and learning at UNI.
2. Promoting and participating in CETL events.
3. Identifying and prioritizing the immediate and long-term activities of the CETL.

CBA 22 (1): Sarah Rosol	COE 20 (2): Megan Balong
CHAS 21 (1): Doug Shaw	LIB 21 (1): Ann Marie Gruber
CHAS 22 (1): Melissa Dobosh	Director CETL (Chair), Susan Hill
CSBS 20 (1): Kimberly Baker	Faculty Senate: Leigh Zeitz

NOTE: The Associate Provost for Faculty is ex officio.

### **Committee on Admission, Readmission, and Retention/CARR (no term limit)**

The Committee participates in the administration of the admissions policies as provided by the State Board of Regents and the administration of the undergraduate academic standing policy and readmission of undergraduate students according to the principles adopted by the University faculty and procedures developed by the Committee. The Chair is elected by the CARR's membership to serve a two-year term and must be a voting member of the Committee. A committee member may serve as chair for as many terms as desired.

CBA 22 (5): Bulent Uyar	COE 21 (1): Jacob Reed
CHAS 21 (1): Heather Peyton	CSBS 20 (1): Dilbur Arsiwalla
CHAS 22 (2): Doug Shaw	

NOTE: The Associate Provost for Academic Affairs and Director of Admission are ex officio.

### **Educational Policies Commission/EPC (2-term limit)**

Researches and reports to Senate regarding issues and implications of broad curricular and educational policies.

CBA 22(1): Craig VanSandt	CSBS 20(0): Jian Li
CHAS 20(1): Ben Schafer	LIB 21(1): Chris Neuhaus
CHAS 22(1): Brian Townsend	At Large 21(1): Cathy DeSoto
COE 22(2): Danielle Cowley	

NOTE: The Associate Provost for Academic Affairs, Office of the Registrar, and Former Senate Chair are ex officio.

### **Honorary Degrees Committee/HDC (no term limit)**

Recommends nominees for recipients of honorary degrees to the President, pursuant to Policy 2.05.

CBA 20(1): Nick Bailey	COE 21(3): Radhi Al Mabuk
CHAS 20(1) Aleksandar Poleksic	CSBS 21(3): Donald Gaff
CHAS 22(2): Julie Zhang	

NOTE: The Provost is ex officio, <https://policies.uni.edu/205>

**Intercollegiate Athletics Advisory Council/IAAC (2-term limit)**

The Intercollegiate Athletics Advisory Council oversees all aspects of the University of Northern Iowa's athletic program. Its primary responsibility is to monitor policies and activities related to the academic quality and integrity of the institution and the welfare of student athletes. It also (a) supports the development and maintenance of a competitive intercollegiate athletic program which reflects favorably upon the university and (b) formulates new policies regarding athletics and student athletes, and (c) supports the Provost, the Vice President for Administration & Finance, and the University Senate on matters regarding athletics and student athletes.

CBA 21(1): David Surdam	CSBS 21(1): Kristin Mack
CHAS 20(1): Michelle Swanson	NV 20(2): Bill Koch
CHAS 22(1): Cayla Bellamy	NCAA Faculty Rep. (Chair): Elaine Eshbaugh
COE 22(1): Tim Gilson	Faculty Senate: Kelly Strong

NOTE: The Athletic Director and the Office of the Registrar are ex officio. See the annual report at <https://ncaarep.uni.edu> for a listing of non-faculty committee members.

**Liberal Arts Core Committee/LACC (2-term limit)**

Oversee the Liberal Arts Core, conduct reviews of the program, and initiate or receive proposals from colleges for changes in the Liberal Arts Core program.

CBA 22(2): Karthik Iver	CSBS 22(2): Charles Holcombe
CHAS 21(1): Cara Burnidge	LIB 20(2): Angie Cox
CHAS 21(1): Kirk Manfredi	Faculty Senate: Vacant
COE 20(2): Scott Ellison	

NOTE: The Director of Undergraduate Studies is ex officio.

**Program Vitality Committee/PVC (no term limit)**

The Program Vitality Committee is responsible for developing and monitoring the health of academic programs (majors and departments). The goal is to examine trends and give early warning to areas which show problems, and also identify programs in need of resources. The committee will report to the faculty senate on an annual basis and also notify departments and faculty if metrics reveal programs needing intervention.

CBA faculty: David Hakes	CBA admin: Leslie Wilson
CHAS faculty: Colin Weeks	CHAS admin: Maureen Clayton
COE faculty: Christina Curran	COE admin: Gaetane Jean-Marie
CSBS faculty: William Henninger	CSBS admin: Greg Bruess
UCC: Suzanne Riehl	Council of Heads: Eric Lange
Graduate Council: Leila Rod-Welch	Director of Institutional Research: Kristin Moser
Chair of the Faculty: Barbara Cutter	Associate Provost Academic Affairs: Patrick Pease

**Student Academic Appeals Board/SAAB (no term limit)**

The Student Academic Appeals Board responds to student academic appeals according to procedures outlined for the redress of undergraduate and graduate student grievances in the University Policies and Procedures Manual. With the revision of UNI Policy 12.01 - this committee supersedes the Graduate Student Academic Appeals Board (Fall 2012).

CBA 20(1): Shahina Amin	COE 22(1): Betsy Zan
CBA 21(1): Russell Guay	CSBS 21(3): Seth Brown
CHAS 20(1): Ben Schafer	CSBS 20(2): Cathy DeSoto
CHAS 22(1): Matthew Weedman	At Large 20(1): Shoshanna Coon
COE 21(2): Suzanne Freedman	At Large 22(1): Raj Rajendran

NOTE: The Associate Provost for Academic Affairs is ex officio.

The Committee on Committees will hold elections each year to create a pool of ten faculty who can serve as appeal board members in the event a student files a grievance appeal with the Office of the Executive Vice President and Provost. The pool shall consist of two faculty representatives who have been duly elected by and from the graduate instructional faculty of each undergraduate college and two representatives who have been elected at large. Faculty members are initially elected for a three-year term and may be elected for additional terms. The faculty members shall be tenured at the rank of assistant professor or higher. The Chair of the Board shall be elected annually from among the pool of ten elected faculty members.

UNI Policy 12.01 Student Academic Grievance <http://www.uni.edu/policies/1201>

**University Curriculum Committee/UCC (no term limit)**

Reviews undergraduate college curriculum proposals and recommends to the University Senate changes in existing undergraduate curricula.

CBA 21(1): David Hakes	CSBS 22(1): Lou Fenech
CHAS 21(1): Jin Zhu	At Large 21(2): Mark Fienup
CHAS 20(1): Suzanne Riehl	At Large 22(4): Gayle Pohl
COE 20(2): Tony Gabriele	At Large 20(0): Kelly Strong

NOTE: The Associate Provost for Academic Affairs, Director of Undergraduate Education, Dean of the Library, and EPP Director are ex officio.

**SECTION 3: AD-HOC COMMITTEES CHARGED BY THE FACULTY SENATE**

**Interdisciplinary Committee**

A temporary task force charged with making recommendations for developing structures for cross-curricular programs, centers, activities, and resources at UNI.

David Grant, Sustainability Advisory Board	John Ophus (Non-voting) Undergraduate Studies
Gwenne Barry, Diversity Faculty Advisory Board	Wendy Hoofnagle (Non-voting) WGS Director
Julianne Gassman, Community Engagement Faculty Advisory Board	Eric O'Brien (Non-voting) Office of Sustainability
Elizabeth Sutton, WGS Advisory Board	Nicholas Rafanello (Non-voting) Residence Life
Dale Cyphert, CBA Representative	William Henninger (Non-voting) Administrative Fellow



#### SECTION 4: STANDING COMMITTEES NOT CHARGED BY THE FACULTY SENATE

##### **Graduate Council/GC** (2-yr term; 3-term limit)

Acts on behalf of the Graduate Faculty on graduate policy and curricular matters, and advises the Dean of the Graduate College.

CBA 20 (1): Dale Cyphert	COE 21(1): Amy Petersen
CBA 20 (1): Amy Igou	CSBS 20(1): Nick Schwab
CHAS 20 (1): Gayle Pohl	CSBS 20(1): Darcy Davis-Gage
CHAS 20 (1): Jim O'Laughlin	LIB 21(3): Leila Rod-Welch
CHAS 20 (1): Bill Wood	Graduate Faculty Chair: Darcy Davis-Gage
CHAS 21 (2): Julia Bullard	Dean: Jennifer Waldron
COE 20(1): Radhi Al-Mabuk	Associate Dean: Gabriela Olivares

NOTE: The Dean and Associate Dean of the Graduate College are (non-voting) ex officio members.

*Article IV Graduate Faculty Constitution*

[https://www.grad.uni.edu/sites/default/files/pdf/graduate\\_faculty\\_constitution.pdf](https://www.grad.uni.edu/sites/default/files/pdf/graduate_faculty_constitution.pdf)

##### **Graduate Curriculum Committee/GCC** (3-yr term; no term limit)

Reports to the Graduate Council and submits annual curriculum proposals to Faculty Senate.

CBA 21 (1): Dale Cyphert	LIB 20 (2): Susan Moore
CHAS 20 (1): Elizabeth Sutton	*Graduate Council 20(2): Gayle Pohl
CHAS 21 (2): Gayle Pohl	*Graduate Council 20(2): Radhi Al Mabuk
COE 21 (1): Curt Nielsen	Associate Dean (Chair): Gabriela Olivares
CSBS 21 (3): Steven Onken	

\* Graduate Council representatives are selected by that body and serve 2-year terms.

<https://www.grad.uni.edu/graduate-college-curriculum-committee-gccc>

##### **Professional Development Assignment Committee/PDA** (2-yr term; no term limit)

Recommends recipients of professional development assignments. Meets annually or as needed.

CBA 21(2): Mohammed Rawwas	COE 20(2): Danielle Cowley
CHAS 20(1): Jeremy Schraffenberger	CSBS 21(1): Matthew Makarios
CHAS 21(1): Ali Tabei	Associate Dean (Chair): Gabriela Olivares

##### **University Research Committee/SRF** (2-yr term; no term limit)

College representatives are appointed by Deans of each college, and serve to examine applications for Summer Research Fellowships.

CBA: Eric Lee	COE: TBD
CBA: Bulent Uyar	COE: TBD

CHAS: TBD	CSBS: TBD
CHAS: TBD	CSBS: TBD
CHAS: TBD	Associate Dean (Chair): Gabriela Olivares
CHAS: TBD	

**SECTION 5: AD-HOC COMMITTEES NOT CHARGED BY THE FACULTY SENATE**

**Contingent Faculty Voting Rights Committee**

Convened by Chair of the Faculty, Barbara Cutter, to consider a change to the Faculty Constitution to provide voting rights to term faculty and some temporary faculty, consistent with AAUP recommendations.

Kathy Scholl, Voting Faculty	Zeina Yousof, Non-Voting Faculty
Francesca Soans, Voting Faculty	Heather Schaffner, Non-Voting Faculty
James Mattingly, Voting Faculty	Matthew Wilson, Non-Voting Faculty
Barbara Cutter, Voting Faculty (Chair)	Thomas Hesse, Non-Voting Faculty

**Last updated April 28, 2019**

## APPENDIX

### Definitions of Voting and Non-Voting Faculty (Article I: Definition of the Faculty)

1. The University Faculty. The University faculty shall consist of two groups: the voting faculty and the non-voting faculty.
  - 1.1 The Voting Faculty. The voting faculty shall consist of all those who are appointed to one of the four academic ranks--instructor, assistant professor, associate professor, or full professor--and who hold a probationary or tenured appointment.
  - 1.2 The Non-Voting Faculty. The non-voting faculty shall consist of those who hold part-time or full-time temporary appointments--lecturers, adjuncts, visiting professors, other such designations--that involve teaching and/or research responsibilities directly related to the academic programs of the University. It shall include emeritus faculty and, in addition, all those persons whose original appointments both carry faculty status and pre-date the adoption of this Constitution.
  - 1.3 Jurisdiction of the Voting Faculty: Limitation of Voting. Privilege of motion, second, and debate shall be afforded to all members of the faculty during faculty meetings. Voting shall be restricted to members of the voting faculty.
  - 1.4 The Faculty Senate may, as it deems appropriate, admit individuals to the voting faculty or to the nonvoting faculty on a permanent or *ad hoc* basis. Individuals who believe that their university responsibilities justify their being members of the voting or of the non-voting faculty may apply, in writing, to the Faculty Senate for consideration. Voting faculty or non-voting faculty status granted by the Faculty Senate shall be for such term as the Faculty Senate specifies, but in all cases will be retained by the individual only as long as he/she remains in his/her position.
2. The Word "Faculty" in this Constitution. When the word "faculty" is used in this Constitution without a modifying adjective preceding it, reference to the University faculty shall be assumed.
3. The definitions of the University in this Constitution apply to the conduct of the official business of the University faculty and do not prohibit the granting of privileges normally associated with faculty status, such as social privileges, to other members of the University administration and staff.
4. Official Roster of the Faculty. As soon as practical in the fall semester but no later than October 1 and in the spring semester no later than February 1, the chairperson of the faculty shall arrange for the availability of an official roster of the faculty. The chairperson of the faculty shall have the authority to decide boundary cases of faculty status according to the spirit of the foregoing sections, subject to challenge and review as provided below. The fall roster shall include a listing of those persons who are qualified for membership in voting faculty and those qualified for membership in the non-voting faculty. The spring roster shall consist of a list of additions to the fall roster. Qualification for faculty status for the entire academic year shall be established by a person's assignment during either the fall or the spring semester of that year. Faculty status established during an academic year shall be construed to apply also to the following summer session, unless the person does not continue his/her appointment with the University.
  - 4.1 Distribution. A sufficient number of copies of the roster for the fall and spring shall be prepared to supply each of the following committees, persons, and offices: the Committee on Committees; the chairperson of the faculty; the vice-chairperson of the faculty ; the secretary of the faculty; the Office of Academic Affairs; all college offices; all departmental offices. Each college office and each departmental office shall, for a period of one week after the roster's issuance, prominently display the roster in a place readily accessible to the faculty. In addition, a copy of the current semester's roster shall be made available to any faculty member upon written request to the secretary of the faculty.
  - 4.2 Challenges of the Roster. Challenges of the accuracy or the propriety of the listings in any semester's roster shall be directed to the University Faculty Senate within 15 class days after distribution for adjudication by majority vote.
  - 4.3 Appeal and Final Disposition of Challenge. The Senate's decision (see section 4.2. above) may be appealed to a majority vote of the University faculty whose decision shall be final.

Constitution of the Faculty

<http://www.uni.edu/senate/article-i-definition-faculty>