

The Constitution of the Faculty Council

Approved by the Board of Trustees September 30, 2021; Amended November 9, 2020.

1. Name

The name of the organization shall be the Faculty Council of the University of Massachusetts Boston.

2. Purpose

The Faculty Council shall have the following purposes.

- A. To ensure the representation and participation of members of the faculty in the governance of the Campus and of the University as a whole.
- B. To ensure the effective coordination of actions taken by the governance units of the individual colleges as they affect the Campus and the University as a whole.
- C. To ensure the transparent maintenance of academic and procedural standards.
- D. To discuss and recommend policies and procedures affecting the Campus as a whole.

3. Authority

- A. The Faculty Council derives its authority from the actions of the Board of Trustees, as provided in Section 3, Chapter 75 of the General Laws of the Commonwealth.
- B. The Faculty Council, in its responsibilities and relationships with other governing components of the Campus and of the University as a whole, shall be governed by the Board of Trustees' Statement on University Governance (Trustee Document T73-098, as amended), which grants to the faculty 'primary responsibility' in academic matters and faculty status, as defined in that document, and by relevant provisions of any collective bargaining agreement currently in force.
- C. This Constitution supersedes any earlier system of Campus-wide faculty governance at the University of Massachusetts Boston.
- D. In case of conflict between this Constitution and the constitution of any college or other Campus governance body, this Constitution shall take precedence.

4. Powers of the Council

The Faculty Council shall have only those powers specified in this Constitution or in Statements of the Board of Trustees on University Governance or which are necessary for carrying those powers into execution. The colleges and schools shall have jurisdiction over their own undergraduate programs. The Faculty Council shall have jurisdiction over matters of educational policy that have Campus-wide effect or that require coordination between colleges, schools, or programs.

The Faculty Council shall have the following powers.

- A. To recommend the list of candidates for degrees.
- B. To review actions of the governance bodies of colleges and to:
 1. Determine whether an action involves a University-wide issue or conflict among colleges, schools, and programs AND
 2. If such an issue is found, and it arises out of a faculty-initiated measure in an area of faculty primary responsibility, a positive recommendation from the Faculty Council is required before that action of the college may be forwarded to the Chancellor for approval and implementation as a faculty-initiated measure.
- C. To review and make recommendations on all matters relating to admissions, instructional goals, and the Library.
- D. To review and make recommendations on all policies relating to budget and facilities.
- E. To review and make recommendations regarding the planning and development of the Campus, especially in the creation of new units and colleges and in substantial changes to existing units.
- F. To review and recommend graduate programs and courses.
- G. To consult with and make recommendations to the Board of Trustees concerning the search process for the President and for the Chancellor of the Boston Campus, and, as appropriate, to nominate faculty to serve as members of the search committees appointed by the Board.
- H. To consult with and make recommendations to the Chancellor and other appropriate governance and administrative bodies concerning the charge and composition of a search committee for Provost, Vice Chancellors, academic Deans, Directors of Institutes, and the Director of the University Library.
- I. To consult with and make recommendations to the President regarding the periodic evaluation of the Chancellor, as established by Trustee guidelines.

- J. To consult with and make recommendations to the Chancellor and other appropriate governance and administrative bodies concerning the charge and composition of committees to make periodic evaluations of the Provost, Vice Chancellors, academic Deans, Directors of Institutes, and the Director of the University Library.
- K. To call general meetings of the Faculty.

5. Membership

- A. Faculty members eligible to serve as voting members of the Faculty Council are faculty members who are: (1) at least half-time, (2) not in their first regular semester of service, and (3) not serving in an administrative capacity above the level of department chair or the equivalent.
- B. The term of membership on the Faculty Council shall be three years with terms staggered as specified in the by-laws.
- C. The Faculty Council shall have thirty-seven members of whom thirty-six shall be elected and one shall be the Faculty Representative to the Board of Trustees.
 - 1. Twenty-eight members shall be elected in staggered terms by college/school on the principle of one person one vote, as specified in the next sentence, but no college or school shall have more than fourteen representatives. Thus any college or school that has a majority of the faculty members would have fourteen representatives, and the appointment of seats from each of the other colleges and schools would, as closely as possible, reflect the proportion of faculty members in that college or school; should no college or school have a majority of faculty members, all representation would be apportioned in relation to the proportion of faculty members in each college or school. Each college or school must have at least one representative on the Faculty Council.
 - 2. Eight members shall be elected at-large in staggered terms to represent full professors (two members), associate professors (two members), assistant professors (two members) and non-tenure track faculty (two members) on the principle of one person one vote.
 - 3. For purposes of apportioning representation, the Faculty Representative to the Board of Trustees shall be considered as representing the campus as a whole.
- D. Apportionment of the Faculty-Council seats for the next year shall be established by the Faculty Council, on recommendation of the Executive Committee, no later than its February meeting every three years, based on the current faculty distribution.
- E. Ex-officio members of the Faculty Council shall be the Faculty Representative to the Board of Trustees, who shall be a voting member and shall be elected according to the procedures described in 6. below. Representatives to the Faculty Council shall be the President of the Faculty Staff Union, a representative chosen by the Undergraduate Student Government, a representative chosen by the Graduate Student Assembly, and representatives chosen by the Professional Staff Union, Classified Staff Union, Graduate Employees Union, and Department Chairs Union, all of whom shall be non-voting.

6. Elections

- A. The Executive Committee of the Faculty Council shall inform the faculty no later than February 10 of each election year of seats to be filled, and shall conduct elections to fill the seats.
- B. Every two years, at this time the Executive Committee shall conduct an election for Faculty Representative to the Board of Trustees from among candidates nominated by the faculty at large and by the Executive Committee. Eligible candidates are those faculty members described in 5.A.
- C. Nominations for Faculty Council positions, and the Faculty Representative to the Board of Trustees, shall be accepted for a period of at least two weeks (excluding school vacation periods) and elections for the same positions shall encompass a period of at least two weeks. The results of the elections shall be reported no later than April 20 of each year.
- D. All faculty members as defined in 5.A. may vote in elections of members to the Faculty Council and of the Faculty Representative to the Board of Trustees.
- E. A councilor who resigns his or her faculty position or is appointed to an administrative position above the level of department chair (or the equivalent) must relinquish Faculty Council membership from the effective date of such action. A councilor on leave may retain her/his Council membership. If unable to attend regularly during the leave period, an alternate will be designated by the Executive Committee pending his/her return.
- F. The Faculty Council shall appoint an Alternate Faculty Representative to the Board of Trustees who shall assist the Faculty Representative in attending the meetings of Board Committees, and shall, in the absence of the elected Faculty Representative, represent the faculty before the Board and report to the Faculty Council.

7. Procedures

- A. Regular meetings of the Faculty Council shall be held monthly during the academic year.
- B. The first regular meeting of the Faculty Council shall take place during the month of May. The Chair shall convene the meeting and seat the new Council. An outgoing Chair of the Executive Committee shall conduct elections for a new Chair. The new Chair shall preside thereafter and conduct elections for the remaining Council officers.
- C. The Chair of the Executive Committee shall be the presiding officer of the Faculty Council.
- D. Additional meetings of the Faculty Council may be called by (1) the Executive Committee of the Council, (2) seven members of the Faculty Council petitioning the

Executive Committee, or (3) ten percent of the full-time faculty petitioning the Executive Committee.

- E. The agenda of a Faculty Council meeting, with all appropriate documents, shall be prepared and distributed by the Council Executive Committee at least six days in advance of any meeting to (1) all members of the Faculty Council, (2) department chairs and equivalent, (3) the Chairs of collegiate, student, and staff governance bodies, and (4) the leadership of the Faculty Staff Union, Professional Staff Union, Classified Staff Union, Department Chairs' Union, and Graduate Employees' Organization.
- F. Copies of the agenda, without attachments, shall be distributed to all faculty.
- G. A quorum for business published on the agenda of the Council shall consist of the voting members present; a quorum for business not appearing on the published agenda shall be a majority of the voting members of the Council.
- H. The Associate Chair or Secretary of the Council shall be responsible for keeping and circulating the minutes of each meeting, which must include all motions, amendments, and rulings of the Chair. They may also include, at the discretion of the Secretary, summaries of debate. Corrections in the minutes must be noted in the minutes of the meeting at which the corrections were made.

8. The Faculty Council Executive Committee

- A. The Executive Committee shall have five members elected, in the order listed here, at the first meeting of the newly seated Faculty Council: (1) a Chair who shall be the presiding officer of the Faculty Council and the Executive Committee for two years; (2) an Associate Chair, for a term of two years, who shall act as Secretary of the Faculty Council and shall serve as Chair in the absence of the elected Chair (or, should the Chair resign, until a new Chair is elected); (3) and three other members elected from the Faculty Council for terms of two years. No more than three Executive Committee members may be elected from the same college.
- B. In addition to the duties specified elsewhere in this document, the Executive Committee shall have the following functions.
 - 1. It shall serve as the Committee on Committees, which shall nominate to the Faculty Council for ratification all members of all Council standing and ad-hoc committees. The Executive Committee may invite Council members from any college not represented on the Executive Committee to serve on the Committee on Committees.

2. It shall advise the Faculty Council Committees regarding their mandates and shall serve as liaison between the committees and the Faculty Council and between collegiate governance bodies and the Faculty Council.
3. It shall act in an advisory capacity to the President or Chancellor during the summer months and in the cases of emergency as determined by the President or the Chancellor. The Executive Committee shall keep the Council informed of any actions taken.
4. It shall carry on the business of the Faculty Council during the periods when the faculty is not in session. A report of all actions taken shall be presented at the first regularly scheduled Faculty Council meeting thereafter.

9. Committees

- A. The Faculty Council shall have standing committees, reporting to the Faculty Council, to prepare motions regarding their areas of responsibility, to review, evaluate and report on existing campus policies and programs in their areas of responsibility, and to advise appropriate administrators regarding the implementation of existing policy.
- B. The Faculty Council may establish standing committees beyond those specified in this Constitution, may participate with the administration and with other governance bodies in establishing joint committees, and may establish ad-hoc committees.
- C. The Faculty Council shall approve the charges of standing and ad-hoc committees and appointments of members of the faculty as voting members; in addition, it will provide an opportunity for non-voting-membership on each committee, when deemed appropriate, by a representative chosen by the appropriate student governance body and by representatives chosen by the campus unions.
- D. Committee members shall be chosen to reflect a range and diversity of experience and representation; each college must have at least one representative on each committee, but no college shall have a majority of voting faculty. Each standing committee shall include at least one elected member of the Faculty Council.
- E. Membership on committees shall be for two-year terms, so scheduled as to ensure continuity of membership. (For the first year in which this Constitution is implemented, the Executive Committee shall determine staggered terms of membership.)
- F. The Standing Committees of the Faculty Council shall include (1) the Academic Affairs Committee, (2) the Budget and Long-Range Planning Committee, (3) The Academic Technology Committee, (4) the Financial Aid, Admissions and Records Committee, (5) the General Education Committee, (6) the Graduate Studies Committee, (7) the Library Committee, (8) the Research Committee.

- G. Joint committees formed by the Faculty Council and other governance units shall include the Joint Athletics Committee and the Discipline and Grievance Committee.
- H. Further standing or joint committees may be added without amending this constitution.
- I. The Executive Committee shall designate a convener for each committee, but each committee shall elect its own Chair at the first meeting of the academic year.

10. Constitutional Amendment Procedures

- A. Amendments to this Constitution shall be submitted for referendum by the faculty by vote of a majority of the voting members of the Faculty Council.
- B. All faculty eligible to vote in elections to the Faculty Council shall be eligible to vote in a referendum. The Faculty Council Executive Committee shall conduct such a referendum within thirty days (excluding vacation) of Faculty Council action. Minutes of the Faculty Council debate on the proposed amendment shall be distributed with the ballots. At least two weeks, excluding vacation, shall be provided for the return of the ballots.
- C. A proposed constitutional amendment shall be approved by a two-thirds vote of those faculty participating in a duly conducted election.
- D. Any amendment approved by referendum shall be forwarded to appropriate University officials and to the Board of Trustees for approval.

11. By-laws

The Faculty Council shall adopt, amend, or rescind the by-laws of the Faculty Council by a two-thirds vote of those present and voting at a meeting where the proposed action has appeared on the published agenda. All votes on the by-laws shall be by written ballot unless those present rule otherwise by a two-thirds majority.