

**Faculty Senate
Proposed Changes
DRAFT ONLY**

10-09-06

Revised 10-12-06

Revisions from 10-20-06 in red

1. Change current structure

from “**Faculty Senate**” to a “**Faculty Association**” (which includes membership according to the current Faculty Senate Constitution) and “**Faculty Senate**”

2. Faculty Association (FA)

Automatic invitation to membership for all eligible full/associate members (see current guidelines)

Full membership is open to all faculty members under at least a 9-month contract with Central Texas College (CTC). Associate membership is extended to CTC adjunct faculty members, professional librarians, professional counselors/advisors, and administrators/faculty whose duties include teaching college credit courses at least 51% of time. Associate membership is also open to adjunct librarians, and counselors and retired faculty members. Associate members have no voting privileges and cannot be nominated to hold elected positions but are encouraged to participate in discussions and other Senate activities. An individual is considered a full or associate member when he or she has paid annual dues, \$10 for full members and \$5 for associate members. (copied from current Faculty Senate Constitution)

- meets two times in Fall (including once at Faculty Preservice) and once in Spring
- Association members may attend any Faculty Senate meetings

3. Faculty Senate (FS)

- Membership includes
 - i. Executive Board (President, President-Elect, Immediate Past President, Secretary, Treasurer)
 - ii. 1 elected representative from each department (23 total under Central Campus Dean, plus library)
 - a. elected by faculty members within department
 - b. department chair remains neutral
 - c. cannot be a standing committee chair
 - d. 1 year term; no term limits
 - e. departments with 1 full-time faculty member may choose to join another department for representation
 - iii. 1 transfer and 1 vocational adjunct (rotating, appointed by FS President)
 - iv. 4 standing committee chairs

- No Executive Board members (officers) may be from same department
- *Full members* of the Faculty Association can nominate and/or hold office/membership (exception: 2 adjuncts and 1 librarian are eligible for FS membership)
- meets once a month
- is the voice and decision-making body of FA
- reports all actions and decisions to FA
- surveys FA when needed
- allows 1 hr/wk FS office hour
- receives \$160/year stipend (adjuncts only)
- includes “Replacement Clause”
 - i. no member may miss any Faculty Senate meeting
 - ii. departmental Representative, adjuncts, and librarian may select replacement within department for (2) meetings/year
 - iii. exceptions approved by President

4. Dues

Although it has been suggested that the CTC administration take over funding of the Association, in order to maintain the autonomy and independence of the faculty, we propose that dues remain the same as currently structured, to be collected by the FS departmental representatives.

5. Change committee names/duties to the following: Faculty Affairs & Issues, Elections & Awards, Social, and Professional Development

- Membership is open to any *full member* of Faculty Association
- 6 members per committee including 1 selected chair
- Chair is automatic member of Faculty Senate
- Committees meet once a month
- 1-year term, no term limits

6. Committee Changes

- **Faculty Affairs & Issues**
 - i. 2 members are current department chairs
 - ii. Advises on issues related to teaching & learning, especially as related to curricula: assessment, testing, distance learning, dual credit, technology, and teaching facilities. The committee is guided by the following CTC policy (from *Faculty Handbook*):

*The fundamental responsibilities of faculty members as teachers and scholars include maintenance of competence in their fields of specialization and exhibition of such competence. Faculty members, through faculty organizations such as Faculty Senate or individually, can advise the Chancellor. However, faculty members have no role in the governance of the institution. The educational quality at Central Texas College is a direct result of the selection of its faculty. **Central Texas College places primary responsibility for the content, quality, and effectiveness of its curriculum with its***

faculty. The commitment of faculty to the Central Texas College mission and its purposes contributes to the effectiveness of the college's educational program.

- **Elections & Awards**
 - i. Piper Professor nominations/campus selection process
 - ii. Peer Banquet Awards nominations/selection process
 - iii. Faculty Senate nominations/selection process
 - iv. Collaborates with Secretary to provide ballots to all eligible voters for all elections
- **Social**
 - i. Spring Peer Banquet (theme, invitations, decorations, venue, menu, tickets, collections, door prizes, plaques)
 - ii. Fall "New Teachers" social
 - iii. Refreshments for all Faculty Senate and Faculty Association meetings
 - iv. Collaborates with PD committee for Preservice Luncheon
 - v. Emeritus Reception
- **Professional Development (PD)**
 - i. Fall Faculty Preservice
 - ii. Spring PD Day
 - iii. works with HR Training Coordinator
 - 1. post events on CTC Training Calendar
 - 2. co-sponsor events

7. Officer Changes

- **ALL OFFICERS**
 - i. Officer Book
 - 1. maintain and update throughout the year
 - 2. pass on to newly-elected officers after April meeting
 - ii. Faculty Senate Office
 - 1. archive storage
 - 2. centrally-located
 - iii. No officer may hold more than one office at one time
 - iv. Persons nominated for officer positions will fill out information sheet containing the following information: name, department, years at CTC, years in FS, CTC committee memberships, CTC activities, TCCTA activities, professional activities, brief statement of FA philosophy/goals (1-2 sentences). Nominee information sheets are posted at FS website 2 weeks prior to April elections.
- **President**
 - i. Serves as Faculty liaison to college administration and Board of Trustees; attends all Board meetings
 - ii. Reports to FS Board discussions/issues
 - iii. Meets with Chancellor/administration once a month after Board meetings to discuss issues

- iv. Generates FA and FS agendas; posts on website 1 week prior to meetings
- v. Chairs FA and FS meetings—votes only to break tie
- vi. Appoints ad hoc committees as necessary to address issues not currently covered through standing committees
- vii. Appoints 2 adjuncts for FS (rotation of departments)
- viii. Selects Graduation speaker
- ix. Serves as mentor to President-elect
- x. Allows 2 hrs/wk FS office hours
- President-Elect
 - i. Serves as ex-officio member to Faculty Affairs & Issues and Social committees
 - ii. Collaborates with FS Webmaster to post all faculty-related events on website
 - iii. Substitutes for President at any events as needed
- Immediate Past President
 - i. Assists the President with assigned duties
 - ii. Ensures continuity to the FA as a body
 - iii. Presides in absence of President and President-elect
- Secretary
 - i. Preserves and maintains all FS and FA documents including agendas, minutes, record and attendance, and membership rolls
 - ii. Collaborates with Elections & Awards committee to provide ballots to all eligible voters for all elections
 - iii. Maintains current FS, FA, and standing committee email distribution lists
 - iv. Serves as ex-officio member to Professional Development committee
 - v. Posts on website all meeting minutes 2 weeks after FA or FS meetings
- Treasurer
 - i. Preserves and maintains all FS and FA documents including dues payments, treasurer's reports, previous years' audit report, and information pertinent to the college budget (especially regarding salaries)
 - ii. Serves as ex-officio member to Elections & Awards committee
 - iii. Provides opening and closing balance sheet entries to Secretary for meeting minutes 1 week after FA or FS meetings

8. Constitution Changes

- adds “Vote of No Confidence” clause
 - i. Any officer shall be removed from office upon a vote of no confidence by the Association membership. A vote of no confidence shall be initiated by a petition signed by at least one-fourth of the membership and presented to the Senate Executive Board. The Executive Board shall determine a date for a vote of no confidence to be held between 15 and 30 days of receipt of said petition. Upon a vote of no confidence by two-thirds of the Faculty Association membership, the officer shall be immediately removed from office. The vote shall be conducted by secret paper ballot.
- adds “Statement of Trust”
 - i. To protect the integrity, trust, and interests of the faculty membership, issues discussed during Faculty Senate meetings should remain within the purview of the Senate until such time when a public, senate-approved statement is officially released.
 - ii. Issues of concern should be reported by Faculty Association members to their Faculty Senate representatives for any discussion and action deemed necessary