

To: Augsburg Faculty

From: Personnel Policies Committee: Ankita Deka, Bob Groven (co-chair), Matthew Haines (co-chair), Merilee Klemp, Marc McIntosh (Senate Rep)

Re: Proposed Revisions to Faculty Constitution and Handbook

Date: 010.06.2018

Item from PPC to Faculty:

1. The document "Section 8 - PPC suggested changes First Reading Oct 10 Faculty Mtg.pdf" includes the text for the first reading of changes that PPC is suggesting to the Constitution of the Faculty of Augsburg University (Section 8) for the October 10, 2018 Faculty meeting.
2. **Red text** in the document represents language not brought before the faculty as a whole before.
3. *Blue italics text* represents recommendations that were approved by faculty back in 2015 but not yet brought to the Board of Regents.
4. A note from last meeting, Sections 8, 9 and subsequent sections of the Faculty Handbook (FHB) are not properly part of the Handbook (sections 1-7) and should instead be relabeled as appendices.
5. A list of some of the suggested changes:
 - a. Definition of faculty (8.2.1): Removes non-academic officers of the administration (i.e., vice-presidents other than the CAO). The President and Provost would remain members of the faculty. Academic Deans are included as members of the faculty. This would require working with the Board of Regents to adjust Section 17 Restated Bylaws of Augsburg University (which should also be included as an appendix).
 - b. Definition of voting faculty (8.2.2):
 1. Removes non-academic officers of the administration and others that are not members of the faculty (i.e., librarians, university pastor, registrar).
 2. Fixed-term, full-time, one-year faculty in the suggested language would not have voting privileges. (Recall, there are three categories of NTTF as described in section 6.1.2 adjuncts, fixed term, and special appointments. The suggested change only affects the faculty in positions that are not intended to exist longer than 3 years)
 3. No change in voting rights for NTT Special Appointments. They continue to have voting rights.
 4. No change in voting rights for adjuncts (that is, no voting rights for adjuncts, though they have the right to speak at faculty meetings).
 - c. Faculty meetings (section 8.3)
 1. Chair of faculty meetings – change from President/Provost of the University to President of Faculty Senate or designee.
 2. Faculty Meeting Rules, Quorum and Voting (8.3.3):

- a. Allows and defines virtual participation in faculty meetings.
 - b. Clarifies current rules and practice regarding voting by proxy and absentee voting. (These are not being changed. These are the default rules, according to Roberts Rules. PPC thought it would be useful to state them explicitly.)
- d. Responsibilities of the Voting Faculty (8.4) – Suggested language restates some of the currently stated responsibilities for clarification. Eventually, when faculty have discussed this further, there could be discussions with the Board on the language about responsibilities in Section 17 Article 4.
- e. Formation of committees (8.8.3), specifically addressing advisory ad hoc committees that the President or the Provost may create, and an added section including a statement about Joint Ad Hoc Committees (new section 8.8.4).