

## Section 8 - PPC suggested changes

Red text represents ideas brought to PPC from the two subcommittees

*Blue italic text is language that was approved by the faculty in April 2015, but not brought to the Board. This includes a suggested renumbering. The renumbering will not be in blue in this document.*

# SECTION 8: CONSTITUTION OF THE FACULTY OF AUGSBURG UNIVERSITY

## 8.0 Preamble

8.0.1 The Faculty of this University is constituted by, and receives its mandate from, the Augsburg University Corporation through the Board of Regents.

8.0.2 Owing to the manner of its constitution and the origin of its mandate the Faculty is subject to the statement of purpose in the ~~Amended~~ **Restated** Articles of Incorporation of Augsburg University, ~~viz.,~~ **“Augsburg University educates students to be informed citizens, thoughtful stewards, critical thinkers, and responsible leaders. The Augsburg experience is supported by an engaged community that is committed to intentional diversity in its life and work. An Augsburg education is defined by excellence in the liberal arts and professional studies, guided by the faith and values of the Lutheran church, and shaped by its urban and global settings”** ~~viz. "to maintain a Christian College of Liberal Arts offering to young men and women a higher education, including regular instruction in the Christian religion, as preparation for theological study and as preparation for Christian service in lay vocations," and to the statement of purpose in the Restated Bylaws of Augsburg University, viz., "to provide higher education in harmony with the Christian faith as understood in the Evangelical Lutheran Church in America."~~

8.0.3 Mindful of the status and dignity of the teaching profession and conscious of the responsibility laid upon them as the architects and executors of Augsburg's academic program, the members of the Faculty reserve to the **Voting** Faculty the right to decide on all matters pertaining specifically to the academic program of the University, subject only to the approval of the Board of Regents, as laid down in the Restated Bylaws of Augsburg University, **Article IV**. **“The Faculty of the University shall, with the approval of the Board of Regents, establish the departments of instruction and programs of study, determine the requirements for admission and for graduation, and determine candidates for academic degrees. Diplomas given in evidence of degrees conferred shall be signed by the President of the University and Chair of the Board of Regents. The Faculty shall, with the approval of the Board, adopt a constitution which shall establish rules and regulations for the operation of the educational program of the University.”** For purposes of this document, the phrase “academic program” is equivalent to “educational program” as is used in the Articles of Incorporation and Bylaws.

## 8.1 Article I. The Purpose

8.1.1 The Faculty of Augsburg University will organize, direct, and carry out the academic program consistent with liberal arts ~~and professional studies~~ objectives and high academic standards and leading to such degrees as the Faculty together with the Board of Regents may choose to grant. ~~Augsburg University grants undergraduate and graduate degrees.~~ The Faculty will develop, organize, teach, and assess educational programs that are consistent with Augsburg's mission, identity, and commitment to high academic quality in liberal arts and professional studies programs.

8.1.2 The degrees granted by Augsburg University ~~include undergraduate and graduate degrees.~~ will be the Bachelor of Arts, the Bachelor of Science, the Bachelor of Music, the Master of Arts in Education, the Master of Arts in Leadership, ~~the Master of Arts in Nursing, the Master of Fine Arts in Creative Writing, the Master of Business Administration, the Master of Music Therapy, the Master of Science in Physician Assistant Studies,~~ the Master of Social Work, ~~the Doctor of Nursing Practice.~~

## 8.2 Article II. Membership and Voting Rights

8.2.1 The ~~University~~ Faculty of the University shall consist of members holding faculty appointments, the President, the Chief Academic Officer, the academic deans, the University Pastor, and full-time librarians. ~~the officers of the administration, of professor, associate professor, assistant professor, or instructor~~ of the faculty with rank of instructor or above, and such others as the Board of Regents may designate" (from Article IV of the Restated Bylaws of Augsburg University). ~~Academic deans oversee the supervision of academic departments and programs.~~

8.2.2 The voting membership of the ~~University~~ Faculty, referred to as Voting Faculty, will include: 1) ~~all~~ full-time ~~tenure-track faculty and full-time non-tenure-track special appointments,~~ members holding the rank of professor, associate professor, assistant professor or instructor, 2) the President, 3) the Chief Academic Officer, 4) the academic deans, 5) the University Pastor, and 6) full-time librarians. ~~of the Faculty holding the rank of professor, associate professor, assistant professor or instructor, University Pastor and full-time librarians.~~ It will include the officers of the administration, the Vice President of Academic Affairs and Dean of the College, the Vice President of Student Affairs, the University Pastor, the Registrar, and the full-time librarians. Tenured faculty who are in phased retirement may also vote. ~~All faculty members not mentioned above may deliberate with the Voting Faculty but shall not vote.~~

On the basis of these criteria the ~~Chief Academic Officer~~ Dean of the College will prepare annually a list of faculty members who will have voting privileges. ~~This list will be delivered to the Faculty Senate President and Parliamentarian and made available to all faculty before the first faculty meeting each year.~~

8.2.3 All members of the ~~University~~ Faculty will have the right to speak at faculty meetings, to serve on committees, and to participate in academic processions. ~~The Voting Faculty have the~~

right to speak and vote at faculty meetings and on the faculty committees on which they serve. The **University** Faculty may invite others to attend meetings of the Faculty and/or of its committees, either on occasion or on an annual basis.

8.2.4 **Former** Presidents and ~~teachers~~ **faculty** emeriti will be regarded as honorary **University** Faculty members. They will have the right to attend **University** Faculty meetings, to speak on all matters of business coming before the Faculty, and to participate in academic processions. They may also be asked to serve **as advisors** on special committees.

### **8.3 Article III. Meetings of the Faculty**

#### 8.3.1 Regular Faculty Meetings

8.3.1.A The President of the University or, in the absence of the President, the *Chief Academic Officer* Dean of the College, will preside at all meetings of the Faculty. In the absence of the President and the *Chief Academic Officer* Dean, the **Parliamentarian Chair of Faculty Senate, or designee**, will preside.

8.3.1.B **The Chief Academic Officer, in consultation with the Chair of Faculty Senate, shall** ~~The Faculty will~~ determine the schedule of regular Faculty meetings, **subject to the approval of the Voting Faculty.**

8.3.1.C At regular meetings the **Voting** Faculty may delegate certain of its functions to individuals and groups. Transactions of such individuals and groups will, however, be subject to approval of the **Voting** Faculty.

8.3.1.D The agenda for meetings of the Faculty will be prepared by the *Chief Academic Officer* Dean of the College or a designee. Normally, business items will be noted in the announcement/agenda distributed **at least three days** prior to Faculty meetings. This practice will be required for items *that* ~~which~~ are to be considered at the final Faculty meeting of the academic year.

8.3.1.E The Faculty Parliamentarian's duties shall be to advise on parliamentary procedures and other procedural statements in the governing documents of the University. ~~and to preside at faculty meetings as indicated in #1 above.~~

#### 8.3.2 Special Faculty Meetings

Special Faculty meetings may be called by the President, the *Chief Academic Officer* ~~Dean of the College~~, or by petition of **at least ten members of the Voting Faculty.** ~~Faculty members.~~

#### 8.3.3 Faculty Meeting Rules, Quorum and Voting

**As appropriate**, the business meetings of the Faculty will be governed by Robert's Rules of Order, Revised, ~~except where inconsistent with any provisions herein contained~~. A majority of the ~~full-time voting members of the~~ **Voting** Faculty will constitute a quorum. **Voting members not physically present at the main meeting site, but present at an officially designated campus**

meeting site may vote electronically, if they are able to participate in the meeting via virtual, electronic means. In this context, “participating in the meeting” requires the ability to follow deliberations in real time, ask questions of other members, and make statements to all members present. Only members participating in the meeting ~~via virtual electronic means~~ shall count toward the quorum. Absentee voting or voting by proxy for regular business is not allowed. Absentee voting shall be allowed for faculty elections, as directed by the Faculty Senate, in consultation with the Parliamentarian.

8.3.4 Records of the *meetings* ~~proceedings of the business sessions~~ of the Faculty will be kept in a permanent file by the *Chief Academic Officer* ~~Dean of the College~~.

#### **8.4 Article IV. Areas of **Voting** Faculty Responsibility**

Consonant with the mandate given it by the Restated Bylaws of Augsburg University, the **Voting** Faculty will have the following authority and responsibility:

8.4.1 To articulate **and model** the fundamental aims of the institution in harmony with the purpose as stated in the Restated Articles of Incorporation **of Augsburg University**;

8.4.2 To participate as fully as possible in the deliberative and voting process of shared governance, including committee, subcommittee, and faculty meetings;

8.4.3 To propose, approve, develop, and implement academic programming in harmony with the purpose of the University as stated in the Restated Articles of Incorporation of Augsburg University.

~~8.4.4 To provide a program of courses of study with appropriate instructional and *advising* counseling programs;~~

8.4.5 To collaborate with the Chief Academic Officer and academic deans, and to work within one’s scope of expertise and practice in proposing, developing, delivering, and evaluating academic courses, academic minors, majors, programs, certificates, and degrees;

8.4.6 To provide necessary and sufficient support, mentoring, and academic advising to the students ~~of the University~~, promoting student success and preparing them for ~~post-baccalaureate~~ **and post-graduation endeavors**;

8.4.7 To determine the standards for admission of prospective students, establish requirements for graduation and approve candidates for academic degrees, ~~if any~~;

~~8.4.8 To authorize programs for the development and nurture of the religious life;~~ **To develop educational experiences that acknowledge, deepen, and nurture religious or spiritual life;**

8.4.9 To authorize programs that give adequate provision for such dimensions of student life as the following: cultural, social and recreational life, physical and mental health, **career readiness or preparation**, and student government.

## **8.5 Article V. Appointment, Promotion, Reviews, Tenure and Dismissal of Faculty**

Procedures and conditions with regard to the appointment, promotion, reviews, tenure, retirement and dismissal of Faculty are described in the By-Laws of this Constitution. Changes in these procedures must be approved by both the Voting Faculty, the Chief Academic Officer, the President, and the Board of Regents *as discussed in the Section 9.4 in the By-Laws of the Constitution*. Notice of the proposed change will be given to the Faculty at least thirty (30) days before the meeting of the Faculty at which the vote is to be taken.

## **8.6 Article VI. Divisional Organization**

8.6.1 The academic program of the University will be organized into such divisions as the Voting Faculty may direct.

8.6.2 The purposes of the divisional organization are both descriptive and functional. It will ~~serve~~ be designed to provide a means for broad representation to Faculty committees and to facilitate ~~for expediting~~ interdepartmental and interdisciplinary *collaboration and cooperation* programs.

8.6.3 Faculty of each division will, in the spring of even-numbered years, elect, subject to the approval of the President and the Chief Academic Officer ~~Dean of the College~~, a division chair. The division chair will be selected by ~~voting members of the~~ Voting Faculty in that division who are serving at least one-half time in the division and whose appointments are not limited to one year. Tenured faculty who are in phased retirement may also vote. The division chair will serve a term of ~~two~~ three years, beginning and ending at the conclusion of the final regular Faculty meeting of the academic year. Division chairs will perform such reasonable functions as are assigned by the President, by the Chief Academic Officer ~~Dean~~, as specified by the By-Laws of ~~this to the~~ Constitution and the Faculty Handbook.

## **8.7 Article VII. Departmental Organization**

8.7.1 The academic work of each division will be organized into such departments as the Voting Faculty may direct. It will be the responsibility of each department to develop a program of courses of instruction and other educational activities in keeping with the total University program.

8.7.2 The academic work of each department will be under the leadership of a department chair, who will be selected by procedures specified in the By-Laws, *9.3.3 Department Chair*.

8.7.3 It will be the responsibility of the department chair to provide leadership for the department in the prosecution of its task. To this end the department chair will regularly convene meetings of the Voting Faculty of the department; will initiate discussions relating to curriculum

and instruction; and will consult with the **appropriate academic Dean** ~~Chief Academic Officer~~ ~~Dean~~ concerning Faculty appointment, promotion, teaching assignments, and departmental budgets.

## 8.8 Article VIII. Committees

8.8.1 **Faculty standing committees:** The **University** Faculty will *establish and* maintain a number of Standing Committees of the Faculty to *serve the roles and purposes of the faculty.* ~~study and supervise various aspects of the University program, including academic excellence, a supportive community for learning, and appropriate interaction with the city, as delegated to them by the Faculty.~~ The names of these committees, regulations governing their membership, and their respective assignments, are specified in the By-Laws of this Constitution, *Section 9.2.*

8.8.1.A The *members of the* Standing Committees of the Faculty, except as otherwise provided in the By-Laws, will be nominated by the Faculty Senate in consultation with the President and *Chief Academic Officer* ~~Dean of the College~~, and elected by the Faculty.

8.8.1.B All Standing Committees of the Faculty will be responsible to the Faculty, and will report to the Faculty as specified in the By-Laws.

8.8.1.C Standing Committees of the Faculty may invite students to meetings of the respective Committees for specific meetings or on a continuing basis.

8.8.2 **Faculty ad hoc committees:** The Faculty may create committees for specific purposes and limited periods. Members of such ad hoc committees will, unless the Faculty specifies otherwise, be appointed by the Faculty Senate subject to ratification by the Faculty; such Faculty committees will be responsible to and report to the Faculty ~~(The President and the *Chief Academic Officer* Dean of the College may create and constitute advisory ad hoc committees concerning matters pertaining to Faculty, in consultation with Faculty Senate. at their discretion.)~~.

8.8.3 **Joint faculty standing committees:** The **University Faculty and the administration will jointly *establish and maintain*** a number of Joint Committees of the Faculty and University to serve the roles and purposes of the faculty. The names of these committees, regulations governing their membership, and their respective assignments, are specified in the By-Laws of this Constitution. Faculty members of such committees will, unless the Faculty specifies otherwise, be appointed by the Faculty Senate subject to ratification by the Faculty; such Faculty committees will be responsible to and report to the Faculty.

8.8.4 **Joint ad hoc committees:** Joint ad hoc committees may be created by the Faculty Senate, the President and/or the Chief Academic Officer by mutual agreement. Joint ad hoc committees shall be created for a fixed duration of time and specifically articulated purpose, and ~~may~~ shall include members of the faculty, administration or staff, in proportions appropriate to the charge of the committee. Members of such committees will, unless the Faculty specifies

otherwise, be appointed by the Faculty Senate subject to ratification by the Faculty; such Faculty committees will be responsible to and report to the Faculty.

**8.8.5 Faculty representation on Board of Regents committees:** The Faculty may have representation to the Board of Regents or its committees, and it may be represented on committees of the Administration whenever and wherever such representation may be mutually desired. Such Faculty Representation will be selected by procedures specified in *these* the By-Laws.

8.8.6 In the event of a vacancy of the office of President, the Faculty Senate will confer with the Board of Regents and the *Chief Academic Officer* ~~Dean of the College~~ in establishing criteria and procedures to be used in selecting a President. **The Faculty Senate**, and will appoint, subject to the approval of the Faculty, Faculty representatives on a joint ad hoc committee empowered to seek and screen candidates and to nominate one or more candidates ~~for the office~~ to the Board of Regents, which will elect a person nominated in this manner consonant with Article II of the Restated Bylaws of ~~the~~ **Augsburg** University.

8.8.7 **In the event of a vacancy of the office of Chief Academic Officer, the Faculty Senate will confer with the Board of Regents and the President in establishing criteria and procedures to be used in selecting a Chief Academic Officer. The Faculty Senate will appoint, subject to the approval of the Faculty, Faculty representatives on a joint ad hoc committee empowered to seek and screen candidates and to nominate one or more candidates to the Board of Regents, which will elect a person nominated in this manner consonant with Article II of the Restated Bylaws of Augsburg University. The faculty representation of the ad hoc committee will consist of a majority of the committee.**

8.8.8 **In the event of a vacancy of an academic dean, the Faculty Senate will confer with the Chief Academic Officer in establishing criteria and procedures to be used in the search for a new selecting a dean. The Faculty Senate will appoint, subject to the approval of the Faculty, Faculty representatives on a joint ad hoc committee empowered to seek and screen candidates and to nominate one or more candidates to the President and Provost, who will select a person nominated in this manner. The faculty representation of the ad hoc committee will consist of a majority of the committee.**

## **8.9 Article IX. Communication with the Board of Regents**

8.9.1 The President and *Chief Academic Officer* ~~Dean~~ will serve as chief liaison between the Faculty and the Board of Regents, keeping the Board informed of plans and projects relating to the educational program of the University.

8.9.2 The Faculty will confer with the Board of Regents, at the discretion of the Board of Regents, concerning major policies and policy changes affecting the University. Normally such conferring will be done through one (or more) Faculty Representatives selected by the Faculty by

procedures specified in the By-Laws. Otherwise, an individual member of the Faculty, provided such member has received an invitation from the Board of Regents or one of its committees or a committee or officer of the Administration, may consult with the Board of Regents, one of its committees or a committee of the Administration or an officer of Administration, but such consulting will not constitute official representation from the Faculty.

~~8.9.3 In the event of a vacancy of the office of President, the Faculty Senate will confer with the Board of Regents and the *Chief Academic Officer* Dean of the College in establishing criteria and procedures to be used in selecting a President. ~~The Faculty Senate~~, and will appoint, subject to the approval of the Faculty, Faculty representatives on a joint ad hoc committee empowered to seek and screen candidates and to nominate one or more candidates for the office to the Board of Regents, which will elect a person nominated in this manner consonant with Article II of the Restated Bylaws of the *Augsburg* University.~~

~~8.9.4 In the event of a vacancy of the office of *Chief Academic Officer, or Deans of the Academic Programs*, Dean of the College, the Faculty Senate will appoint, subject to the approval of the Faculty, a committee *that* which will confer with the President and the Board of Regents in the selection of nominees.~~

## **8.10 Article X. Amendments**

This constitution may be amended at any regular business meeting by a two-thirds vote of those voting, a quorum being present, provided that the proposed amendment was submitted in writing at the previous regular business meeting and provided that previous written notice was given of the meeting at which the vote was to take place. An amendment will take effect when it has been subsequently approved by the Board of Regents. All amendments must be approved by the Board of Regents. If the Board of Regents or the Executive Committee acting for the Board of Regents does not formally approve, reject, or return for further study the amendment within a six-month period following passage of the amendment by the Faculty, this lack of action will be interpreted as approval of the amendment and it will take effect immediately.