

1 Constitution of the General Faculty of the
2 University of Arizona (Pending Approval by
3 the General Faculty)

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24 **PREAMBLE**

25 This Constitution sets forth the basic organization and processes through and by
26 which the General Faculty of the University of Arizona shall function, within the
27 scope of its authority and responsibility, under state law and the policies and
28 regulations of the Board of Regents authorized by that law.

29 **ARTICLE I. Responsibilities**

30 The General Faculty has fundamental responsibilities in the areas of academic
31 personnel policy; instruction and curriculum policy; research policy; student
32 affairs policy; ethics and commitment; advice on budget and University support;
33 and acts on such other matters affecting the welfare of the University as are
34 brought for consideration in accordance with University policy and Shared

1 Governance Guidelines and Agreements as may be entered into from time to
2 time.

3 The General Faculty shall exercise its authority through its elected representatives
4 in the Faculty Senate, although the General Faculty shall retain appellate power
5 over all official actions of the Faculty Senate as provided in Article VII, Section 1.

6 Nothing in this Constitution and Bylaws is intended to imply assumption of
7 authority not vested in the General Faculty by state law or Board of Regents
8 policy.

9

10 **ARTICLE II. Members**

11 **Section 1.**

12 For purposes of University government, the General Faculty of The University of
13 Arizona is composed of:

- 14 • Employees who hold at least half-time tenured or tenure-eligible faculty
15 appointments,
- 16 • Employees who hold at least half-time continuing or continuing-eligible
17 appointments,
- 18 • Employees who hold career-track faculty appointments with multi-year
19 contracts,
- 20 • Employees who have held at least half-time year-to-year career-track
21 faculty appointments for three (3) of the past four (4) years and who
22 currently hold lecturer or ranked professorial titles that do not include an
23 adjunct or visiting modifier,
- 24 • and Individuals who hold Emeritus status.

25 **Section 2.**

26 No candidate for a degree at the University of Arizona shall be a member of the
27 General Faculty.

1 **Section 3.**

2 This membership provision shall become effective upon approval by the
3 President.

4 **Section 4.**

5 Members of the General Faculty are eligible to vote in matters of faculty
6 governance, to hold offices, and to serve on committees established in
7 accordance with this Constitution. Faculty with administrative appointments vote
8 in their home college. Should any faculty member's home college change (i.e. due
9 to the transfer of an individual to another unit, or due to a unit reorganization or
10 merger), voting privileges should typically move to the new college. The
11 Committee on Faculty Membership shall make determinations on General Faculty
12 Membership or voting privileges in any cases where there is uncertainty.

13 **Section 5.**

14 ***Faculty Shared Governance***

15 In matters of faculty governance, the Faculty Senate represent not only members
16 of the General Faculty, but also those who do not meet the criteria for
17 membership in the General Faculty. These include:

- 18 a. Non-employee campus colleague (DCC) faculty
- 19 b. Employees with career-track lecturer or ranked professorial titles who have
20 not held at least half-time or more year-to-year appointments for three (3)
21 of the last four (4) years, and
- 22 c. Employees who have faculty appointments who do not qualify for
23 membership in the General Faculty (e.g., instructors or those with adjunct,
24 global, visiting or courtesy/secondary faculty appointments).

25
26 **ARTICLE III. Officers**

27 **Section 1.**

28 The officers of the General Faculty shall consist of the Chair, Vice Chair, and
29 Secretary.

Commented [BMM-(1)]: There are situations where tenured or continued individuals move to a non-academic unit that has no P&T committee. In these instances, it is important that they retain their connection to their original tenure/CS home. In these situations, they should be allowed to continue to vote and participate in the governance in their tenure/CS home. Using the Committee on Faculty Membership to adjudicate would make sense.

1 **Section 2.**

2 ***Chair of the Faculty***

- 3 a. The Chair shall serve as:
- 4 i. The chief executive officer of the General Faculty, including serving
- 5 as Director of the Faculty Center and as a member of the Strategic
- 6 Planning and Budget Advisory Committee and the Shared
- 7 Governance Review Committee.
- 8 ii. The chief representative of the faculty before public and University
- 9 bodies including the University administration, alumni, Arizona Board
- 10 of Regents, and Arizona Legislature.
- 11 b. The Chair shall be elected by the General Faculty in even-numbered years
- 12 for a term of two years beginning June 1 and shall be eligible for re-
- 13 election.

14 **Section 3.**

15 ***Vice Chair of the Faculty***

- 16 a. The Vice Chair shall:
- 17 i. Preside over Faculty Senate meetings.
- 18 ii. Serve as chair of the Faculty Senate Executive Committee, the
- 19 Naming Advisory Committee and the Shared Governance Review
- 20 Committee.
- 21 iii. Perform any other duties as delegated by the Chair.
- 22 b. The Vice Chair shall be elected by the General Faculty in even-numbered
- 23 years for a term of two years beginning June 1 and shall be eligible for re-
- 24 election.

25 **Section 4.**

26 ***Secretary of the Faculty***

- 27 a. The Secretary shall:
- 28 i. Review the minutes of Faculty Senate meetings prior to distribution.

- 1 ii. Serve as chair of the Committee on Faculty Membership, the
- 2 Constitution and Bylaws Committee and the Committee on Honorary
- 3 Degrees.
- 4 iii. Perform any other duties as delegated by the Chair.
- 5 b. The Secretary shall be elected by the General Faculty in even-numbered
- 6 years for a term of two years beginning June 1 and shall be eligible for re-
- 7 election.

8 **Section 5.**

9 ***Resignation, absence, or incapacity of faculty officers***

- 10 a. In the event of the temporary absence or incapacity of the Chair of the
- 11 Faculty, **their** duties shall be exercised by the Vice Chair of the Faculty, or in
- 12 the absence of both, by the Secretary of the Faculty.
- 13 b. In the event of the resignation or permanent absence or incapacity of the
- 14 Chair, the Vice Chair shall become the Chair if the remaining term of the
- 15 Chair is six months or less. If the remaining term exceeds six months, a
- 16 special election conducted by the Committee on Elections shall be held to
- 17 fill the remaining term of the Chair.
- 18 c. In the event of the resignation or permanent absence or incapacity of the
- 19 Vice Chair or Secretary, the Chair shall appoint, subject to approval of the
- 20 Faculty Senate at a regularly scheduled meeting, a replacement for the
- 21 unexpired term of the Vice Chair or Secretary.

22

23 **ARTICLE IV. Meetings of the General Faculty**

24 **Section 1.**

25 Meetings of the General Faculty, limited to the purpose(s) stated in the call, shall

26 be held:

- 27 a. On the call of the Chair of the Faculty.
- 28 b. By majority vote of the Faculty Senate.
- 29 c. On written petition from members of the General Faculty, as specified in
- 30 the Bylaws Article III, Section 1.

1 **Section 2.**

2 Five percent (5%) of the General Faculty shall constitute a quorum for the
3 purposes of voting.

4

5 **ARTICLE V. General Faculty Standing Committees**

6 **Section 1.**

7 The Committee on Elections, the Committee of Eleven, the Committee on Faculty
8 Membership, the Nominating Committee, the Committee on Ethics and
9 Commitment, the Grievance Clearinghouse Committee, the Committee on
10 Conciliation, and the Committee on Academic Freedom and Tenure, and such
11 other committees as may, from time to time, hereafter be established shall be
12 standing committees of the General Faculty.

13 **Section 2.**

14 The Committee on Elections shall conduct elections for offices and committee
15 memberships of the General Faculty, and elections for Faculty Senators
16 representing the several College Faculties in accord with procedures specified in
17 the Bylaws.

18 **Section 3.**

19 The Committee of Eleven shall:

- 20 a. Initiate, promote, and stimulate study and action dealing with and looking
21 toward solution of situations and problems of interest and concern to the
22 faculty and the University.
23 b. Make reports to the General Faculty or the Faculty Senate.
24 c. Speak for the General Faculty as and when authorized by the General
25 Faculty.

26 **Section 4.**

27 The Committee on Faculty Membership shall interpret the provisions of Article II
28 of this Constitution and Article I of its Bylaws, determine Senate apportionment
29 and submit recommendations to the Faculty Senate for consideration and action.

1 It shall be responsible for maintaining a current and accurate census of the
2 General Faculty.

3 **Section 5.**

4 The Nominating Committee shall recommend members of the General Faculty to
5 the Chair of the Faculty for appointment or nomination to all committees of the
6 General Faculty. Upon request of any administrative officer of the University, the
7 committee shall also recommend persons for appointment to new or existing
8 committees whose appointments lie within the discretion of such requesting
9 officer.

10 **Section 6.**

11 The University Committee on Ethics and Commitment shall deal with questions of
12 misconduct in research, scholarship, or creative endeavor; conflict of
13 commitment; and facilities misuse; and receive reports from the Research
14 Integrity Officer. In its deliberations, it will use the current versions of the
15 University policies on research integrity, professional commitment and proper
16 facilities use.

17 **Section 7.**

18 The Constitution and Bylaws Committee shall be responsible for proposing
19 changes to the Constitution and Bylaws of the General Faculty necessitated by
20 revisions to applicable law or policy and for proposing changes recommended by
21 the General Faculty or its committees. The amendment process is specified in
22 Article X of the Constitution. This committee also reviews and, if appropriate,
23 recommends changes to the University Handbook for Appointed Personnel
24 (UHAP).

25 **Section 8.**

26 The Grievance Clearinghouse Committee shall be the faculty committee that
27 accepts faculty members' written requests for grievance hearings and which
28 determines which committee, (Conciliation, Committee on Academic Freedom
29 and Tenure, University Committee on Ethics and Commitment), or process,
30 (Office of Institutional Equity), should consider a grievance.

1 **Section 9.**

2 The Committee on Conciliation shall have jurisdiction to make inquiry and to meet
3 and discuss any problem involving any member of the General Faculty in that
4 individual's relationship with the University. This committee may consult and
5 advise but shall not conduct hearings or investigations. It shall be the duty of the
6 committee, after careful investigation, to offer advice to the person or persons
7 involved. Following the completion of the conciliation process, the President of
8 the University shall be informed of the results. In addition, if conciliation has been
9 unsuccessful, both parties shall be notified accordingly in writing with the
10 member being advised that the grievance at issue may be presented to the
11 Grievance Clearinghouse Committee for assignment.

12 **Section 10.**

13 The Committee on Conciliation and the Committee on Academic Freedom and
14 Tenure (CAFT) shall be the faculty committees that conducts all investigations
15 and/or hearings regarding recommendations against, or complaints and
16 grievances by or against members of the General Faculty as hereinafter
17 prescribed and not otherwise. The Committee on Academic Freedom and Tenure
18 shall have jurisdiction to make inquiry and to conduct hearings in two general
19 areas contained in ABOR 6-201, 6-301 and 6-302: 1) matters involving contractual
20 agreements between members of the General Faculty and the University/ Board
21 of Regents; and 2) internal matters relating to grievances against or by any
22 member of the General Faculty. Protection of academic freedom and tenure is the
23 principal obligation of CAFT. (Certain preliminary steps for dismissal situations are
24 described in Chapters 3 and 4 of the *University Handbook for Appointed Personnel*
25 and Sections 6-201, 6-301 and 6-302 of the *Arizona Board of Regents Policy*
26 *Manual*.) Principles of law and policy require that members of the General Faculty
27 have a forum in which grievances can be aired and examined and a known and
28 effective procedure by which this can be done. That procedure, involving the
29 examination of a grievance by the professional associates of the member
30 affected, must reflect both the requirements of the law and the usages and
31 traditions of the academic profession. Such investigations and hearings as are
32 undertaken require the judicious consideration of facts, but they are not and
33 must not be limited by the considerations of judicial hearings. Rather, they are

1 investigations and hearings conducted by professional peers, the purpose of
2 which is to safeguard and protect not only the individual rights of the members
3 affected but also the collective rights of members of the University community.
4 Committees constituted for these purposes perform an indispensable function in
5 providing the due process of law to which every member of the faculty is entitled.

6 a. The Committee on Academic Freedom and Tenure shall have jurisdiction to
7 make inquiry and to conduct hearings in two general areas contained in ABOR
8 6-201, 6-301 and 6-302 namely: in regard to those matters contained in the
9 Conditions of Service dealing with the contractual employment relationship
10 between the General Faculty member and the University/Board of Regents;
11 and in regard to any internal matters relating to grievances against or by any
12 member of the General Faculty. The committee shall consider the protection
13 of academic freedom and tenure as a principal obligation. (Certain preliminary
14 steps for dismissal situations are described in Chapters 3 and 4 of the
15 *University Handbook for Appointed Personnel* and Sections 6-201, 6-301 and 6-
16 302 of the *Arizona Board of Regents Policy Manual*.)

17 **Section 10.**

18 The University of Arizona bears a responsibility to exercise leadership in labor and
19 human rights matters. To this end, the University Committee for Monitoring
20 Labor and Human Rights Issues strives to ensure that fundamental labor and
21 human rights, particularly those articulated in the April 30, 1999 Commitments
22 Relating to Sweatshops, are implemented by University licensees.

23 a. The committee makes recommendations to the President regarding
24 fundamental labor and human rights issues including codes of conduct for
25 licensees, monitoring of licensees, efforts to improve licensee compliance,
26 and relations with non-compliant licensees.
27 b. The committee is also charged with educating the University community
28 and the broader public about these issues.

29

1 **ARTICLE VI. University-wide Committees with Shared Governance Participation**

2 **Section 1.**

3 The Shared Governance Review Committee addresses issues regarding the
4 implementation and functioning of the procedures contained in the Shared
5 Governance Guidelines and Agreements as may be entered into from time to
6 time. It will establish and maintain processes to (1) review compliance with the
7 agreement, (2) examine ways in which apparent breaches of the agreement can
8 be addressed, and (3) consider possible extensions of the agreement. It is the
9 body to which members of the University community can bring particular shared
10 governance concerns, and it will also examine whether the agreement has been
11 violated or is in need of clarification or modification.

12 **Section 2.**

13 The University Committee on Corporate Relations makes recommendations to the
14 President of the University (or **their** designee, upon request) about potential or
15 changeable relationships between any part of the University of Arizona and one
16 or more businesses or corporations. These recommendations will always consider
17 how much any proposed new or altered relationship accords with -- or violates --
18 The University of Arizona Policy on Corporate Relations as approved by the
19 President in a memo to the Chair of the Faculty dated January 29, 1999. This
20 Policy mandates that the committee consider proposals in three areas:

- 21 a. Use of the University's name or symbols by an external entity;
- 22 b. Implied University endorsement of a particular service, product, company,
23 individual; or
- 24 c. Public display of advertisements or other corporate symbols.

25 The committee is also charged with recommending modifications to this Policy or
26 proposing additional policies, so long as its policy-change proposals are approved
27 by the Faculty Senate before they become recommendations to the President.

28 **Section 3.**

29 The Naming Advisory Committee: The President shall forward all proposals for
30 honorary naming of any site on University property to the attention of the
31 Naming Advisory Committee. After review and deliberation, the committee

1 forwards a written recommendation on each proposal to the President for further
2 action.

3 **Section 4.**

4 The Undergraduate Council reviews all undergraduate curricular action items
5 forwarded from academic units, colleges, auxiliary units, the University-wide
6 General Education Committee, any General Faculty Standing Committee or
7 Senate Standing Committee or *ad hoc* committee. Actions other than
8 modifications to existing majors, options, minors, degrees, certificates or
9 programs of study go forward for review by Provost's Council, and the Senate
10 Executive Committee before advancing to the Senate for approval.

11 a. The Academic Programs Subcommittee deals with the creation, deletion,
12 suspension or modification of undergraduate academic units, majors,
13 options, minors, degrees, certificates, and programs of study. Curriculum
14 and academic policies issues may also be reviewed by this subcommittee as
15 needed or as time permits.

16 b. The Curriculum/Policies Subcommittee deals primarily with all aspects of
17 undergraduate curriculum and academic policies recorded in the General
18 Catalog, including creation, revision, and deletion of academic policies
19 pertinent to instruction, majors, options, minors, degrees, transfer credits,
20 general education, academic progress, and requirements for graduation.
21 Academic program issues may also be reviewed by this subcommittee as
22 needed or as time permits.

23 **Section 5.**

24 The University-wide General Education Committee (UWGEC) is charged with the
25 review and approval of all curriculum changes in general education across the
26 University, assessment of the program, and disseminating General Education
27 information to the campus community and its partners. All instruction and
28 curriculum action items approved by the UWGEC are forwarded to the
29 Undergraduate Council for review and submission to the Faculty Senate for
30 approval.

1 **Section 6.**

2 The Graduate Council provides a forum in which matters of concern to graduate
3 education are discussed and the mission of the Graduate College fulfilled. The
4 Council works with the Graduate College to review, establish, and update policies
5 affecting graduate education. Among its roles, the Council is a part of the
6 University process for creating or changing graduate degree programs in the
7 planning and implementation stages. The Council recommends and reviews the
8 policies and procedures of the Graduate College, including but not limited to
9 admission requirements, degree certification, graduate teaching and research
10 assistantships and recommends priorities for graduate education and supports
11 efforts to achieve them. All instruction, curriculum, and policy action items
12 approved by the Graduate Council are forwarded to Provost's Council and the
13 Senate Executive Committee before advancing to the Faculty Senate for approval.

14 **Section 7.**

15 The Strategic Planning and Budget Advisory Committee (SPBAC) in consultation
16 and dialogue with the President, the Provost, and the University community,
17 supports and enhances the success of the University through thoughtful and
18 informed advice relating to: strategic planning, assessment of institutional
19 priorities, review of budgetary policies, and the evaluation of programs and
20 services. The SPBAC chair(s) shall provide regular reports to the Faculty Senate.

21 In partnership with the University, SPBAC:

- 22 a. Develops and disseminates the University's strategic plan.
- 23 b. Identifies issues that facilitate or impede the pursuit of the University's
24 mission.
- 25 c. Provides advice on budget policies, significant budgetary actions, and
26 institutional priorities consistent with the strategic plan of the University.
- 27 d. Evaluates the effectiveness of plans, policies, and the assessments that
28 affect the entire infrastructure of the University.
- 29 e. Develops guidelines for setting planning and budgeting priorities.

1 **Section 8.**

2 The University General Petitions Committee reviews all undergraduate petitions
3 completed by students and forwarded from Colleges; and recommendations on
4 petitions for medical retroactive withdrawals forwarded from the Executive
5 Director of Campus Health or a designated alternate. The chair(s) of the
6 University Petition Committee shall provide regular reports to the Faculty Senate.

7
8 **ARTICLE VII. Faculty Senate**

9 **Section 1.**

10 **Functions**

11 The Faculty Senate is the legislative body responsible to the General
12 Faculty.

13 Actions of the Faculty Senate may be appealed to the General Faculty by
14 petition, under the provisions of the Bylaws Article III, 1, within eleven class
15 days of the date under which Faculty Senate minutes reporting such actions
16 were distributed to the General Faculty.

17 **Section 2.**

18 **Membership**

19 The Faculty Senate shall consist of elected and *ex officio* members as
20 provided in the Bylaws. Senators' terms begin June 1st.

21 **Section 3.**

22 **Officers**

23 The Vice Chair of the Faculty shall preside over the Faculty Senate meetings
24 and, in the Vice Chair's absence, the Secretary of the Faculty shall do so.

25 **Section 4.**

26 **Meetings**

27 The Faculty Senate shall meet regularly the first working Monday in each
28 month during the academic year except on religious holidays observed by

1 members of the Senate. When the first working Monday of the month falls
2 on a religious holiday observed by one or more Senators, such that
3 observance of the holiday would prevent those Senators from participating
4 in Senate, Senate meetings shall be moved to the second working Monday
5 in the month. Other changes to the calendar can be made, as voted upon
6 and approved by the Faculty Senate. Its meetings shall be open to the
7 public, except when the body decides to meet in executive session.
8 Additional meetings may be called by the President of the University or the
9 Chair of the Faculty, **or by majority vote of Senate. If the call cannot be**
10 **voted on in a Senate meeting, a petition including half of the elected**
11 **Faculty Senators will suffice. Any such call or petition shall be presented to**
12 **the Vice Chair of the Faculty and shall state the purpose(s) of the intended**
13 **meeting. Notice shall be given at least one week in advance of any meeting**
14 **and shall contain a copy of any substantive proposal to be presented.**

Commented [BMM-(2): This change would provide additional ways for a Senate meeting to be called by Senate or Senators. For the petition, it excludes the faculty officers and administrators from this process (since they have other options for calling a special session) and includes only elected faculty senators (of which there are currently 61).

15 Section 5.

16 The Faculty Senate shall establish such standing committees and such *ad hoc*
17 committees as may be required. The charge to the *ad hoc* committees shall
18 include a proposed duration of the committee and a reporting date. Senate *ad*
19 *hoc* committees that cease to meet or yield no findings will be disbanded within
20 one calendar year of the initial charge, after review by the Senate Executive
21 Committee in consultation with the *ad hoc* committee chair.

23 ARTICLE VIII. The College Faculties

24 The general charge of each College is entrusted to its College Faculty, subject to
25 the Board of Regents and the authority vested by the Board in the President of
26 the University. Voting rights and participation in shared governance in College
27 matters shall generally be accorded to General Faculty members as defined in
28 Article II above, and to such other individuals as the College Faculty may decide.
29 General Faculty members should **only not** be excluded from **those equitable**
30 **participation in** shared governance activities **that are not relevant to their**
31 **contract status unless otherwise indicated by ABOR or University policy** (e.g.,
32 **voting on a Promotion and Tenure committee composition; emeritus faculty**

1 ~~participation on an annual performance review committee, etc. tenure-eligible or~~
2 ~~career track faculty participation on a Promotion and Tenure committee) Any~~
3 ~~such exclusions should be detailed in College or unit Bylaws.~~

Commented [BMM-3]: This change is intended to reduce the uneven inclusion of Career Track faculty who are Members of the General Faculty in shared governance at the college and unit levels.

4 Bylaws for each College should be established in accordance with the current
5 Shared Governance Guidelines and Agreements and adopted by the appropriate
6 College Faculty and made available to each member. A copy must be filed with
7 the Office of the Provost and in the Faculty Center. In matters of faculty
8 governance, members of the General Faculty not included in a College shall be
9 regarded collectively as a College (common college).

11 **ARTICLE IX. Parliamentary Authority**

12 In all matters not provided for in the Bylaws of the General Faculty of the
13 University of Arizona, the rules contained in the latest edition of *Robert's Rules of*
14 *Order, Newly Revised*, shall govern.

16 **ARTICLE X. Amendments and Ratification**

17 **Section 1.**

18 Revisions to allow for minor corrections or administrative or clerical updates to
19 the Constitution or Bylaws that do not materially change intent may be approved
20 by the Faculty Senate, and not require a vote of the General Faculty, unless the
21 Faculty Senate determines otherwise.

22 **Section 2.**

23 **Constitution**

24 Amendments to this Constitution may be proposed by the Faculty Senate or
25 by petition to the Chair of the Faculty signed by five percent (5%) or one
26 hundred (100) members of the General Faculty, whichever is smaller. The
27 Chair of the Faculty shall send copies of such proposals to all members of
28 the General Faculty and shall convene a special meeting of the General
29 Faculty to consider them not fewer than ten (10) class days after

1 distribution. The proposed amendment(s) shall then be submitted to an
2 electronic ballot of the General Faculty. A three-fourths majority of the
3 votes cast is necessary for adoption.

4 Immediately upon adoption, the amendments shall be transmitted to the
5 President of the University. Upon consideration and approval by the
6 University President, the amendments shall become effective. The
7 President's consideration shall be preceded by written analyses by
8 University Counsel and by Board Counsel within 90 days following the
9 General Faculty vote that the amendments are consistent with Arizona
10 Board of Regents Policies. ¹

11 **Section 3.**

12 ***Bylaws***

13 Amendments to the Bylaws may be proposed by the Faculty Senate or by
14 petition to the Chair of the Faculty signed by five percent (5%) or one
15 hundred (100) members of the General Faculty, whichever is smaller. The
16 Chair of the Faculty shall send copies of such proposals to all members of
17 the General Faculty. Not fewer than ten (10) class days nor more than
18 fifteen (15) class days after distribution, an electronic ballot shall be
19 distributed to all members of the General Faculty together with the
20 arguments pro and con. A two-thirds majority of the votes cast is necessary
21 for adoption. Immediately upon adoption, the amendments shall be
22 transmitted to the President of the University. Upon consideration and
23 approval by the University President, the amendments shall become
24 effective. The President's consideration shall be preceded by written
25 analyses by University Counsel and by Board Counsel within 90 days
26 following the General Faculty vote that the amendments are consistent
27 with [Arizona Board of Regents Policies](#).¹

¹To comply with [Arizona Board of Regents Policy 1-113](#)

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