

INDIANA UNIVERSITY KOKOMO FACULTY SENATE CONSTITUTION

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Preamble

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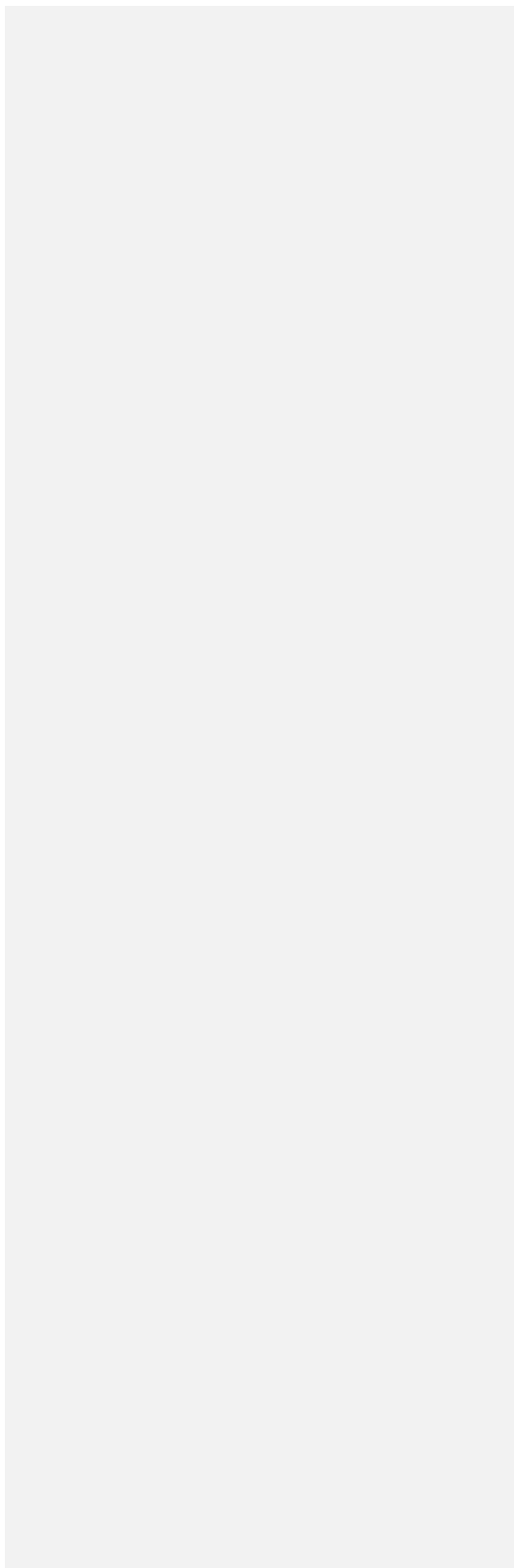
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44 Subject to the approval of the Board of Trustees of Indiana University by the virtue of the
45 authority granted them by the Acts of the Indiana General Assembly, we the faculty of Indiana
46 University Kokomo, in order to serve more effectively the students and administration of Indiana
47 University Kokomo do hereby organize the Faculty Senate and adopt the following document.

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51 **ARTICLE 1 Faculty Status and Rights**

52 **ARTICLE 1 Section 1: The Faculty**

- 53 1. All persons on the campus of Indiana University Kokomo who are full-time instructional,
54 research, or administrative appointees holding Indiana University appointments to the
55 rank of Lecturer or above are hereinafter referred to collectively as "the faculty" and
56 individually as "faculty members."
- 57 2. Librarians appointed by Indiana University to this campus shall be faculty members of
58 the Faculty Senate and shall be accorded the same privileges as the faculty.
- 59 3. All persons on the campus of Indiana University Kokomo who are full-time instructional,
60 research, or administrative appointees holding Purdue University appointments to the
61 rank of Lecturer or above are hereinafter referred to collectively as "Purdue faculty" and
62 individually as "Purdue faculty members."
- 63 4. All persons on this campus who are part-time instructional, research, or administrative
64 appointees holding academic appointments to the rank of Lecturer or above from either
65 Indiana University or Purdue University are hereinafter referred to collectively as
66 "adjunct faculty" and individual as "adjunct faculty members."
- 67 ~~5. Emeritus members of the faculty and faculty members on sabbatical or leave of absence
68 shall have the same voting privileges as Purdue faculty members. The same rights shall
69 apply to emeritus members of the Purdue faculty and to Purdue faculty members on leave
70 of absence.~~
- 71 ~~6.5.~~ The Chancellor shall certify to the secretary of the Faculty Senate the names of all
72 academic appointments and their membership classification. The certification shall be
73 made by September 1 each year, and thereafter as appointments occur.

74 **ARTICLE 1 Section 2: The Faculty Senate**

- 75 1. Members of the Faculty Representative Senate with full voting privileges include:
76 a. Chancellor
77 b. Vice Chancellor for Academic Affairs (representing KO-ACSP)
78 c. Elected representatives of degree-granting schools, divisions, and the Library
- 79 2. Members of the Faculty Representative Senate with the right to vote on all issues
80 before the Faculty Senate except for the election of officers and standing committees of
81 the Faculty Senate include:
82 a. President of the Adjunct Council
83 b. President of the Student Body
84 c. Representative of Emeritus Faculty
- 85 ~~1. The faculty, Purdue faculty and adjunct faculty when sitting in formal assembly pursuant
86 to these Articles shall collectively be known as the "Faculty Senate."~~
- 87 ~~2. The Faculty Senate is hereby created by the vote of the faculty as confirmed in this
88 constitutional document, and as authorized by the Trustees of Indiana University.~~
- 89 ~~3. All faculty members shall have the right to vote. Purdue faculty members shall have the
90 right to vote on all issues before the Faculty Senate except for the election of officers and
91 standing committees of the Faculty Senate. Adjunct faculty members may attend
92 meetings of the Faculty and participate therein but shall not vote.~~

93 ~~4. The president of the Adjunct Faculty Council and the President of the Indiana University~~
94 ~~Kokomo Student Body shall have the same voting rights as members of the Purdue~~
95 ~~faculty.~~

96 **ARTICLE 1 Section 3: Adjunct Faculty Council**

97 In early ~~September~~ April of each year the Adjunct Faculty shall elect an Adjunct Faculty Council
98 composed of five (5) members. The Council shall elect a President and a Secretary. The Faculty
99 Senate Vice Chancellor for Academic Affairs shall organize and supervise the
100 elections ~~and inform the President of the Faculty Senate on the outcome of the elections.~~ The
101 Council shall discuss issues of concern to Adjunct Faculty and make recommendations to the
102 Faculty Senate or to the Administration as appropriate. The President of the Council shall attend
103 the Faculty Senate meetings as a voting member, place items of concern to adjunct faculty with
104 the Faculty Agenda Committee, and present those items to the Faculty Senate for discussion and
105 action.

106 ARTICLE 1 Section 4 Emeritus Faculty

107
108 Emeritus Faculty interested in serving as a voting member of the Faculty Senate shall make
109 themselves known to the Vice Chancellor of Academic Affairs by ~~September~~ April 1st. If more
110 than one Emeritus Faculty wish to serve, an election will be held amongst Emeritus Faculty. In
111 case of a tie, the VCAA ~~will~~ shall choose the representative.

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112 **ARTICLE 2 Powers**

113 **ARTICLE 2 Section 1: Legislative Authority**

- 114
- 115 1. Legislative authority means the power to establish policies and to determine procedures
116 for their implementation subject to the Board of Trustees, the laws of the State, and the
117 University Faculty Council.
 - 118 2. As specified in the All-University Faculty Constitution, the faculty has legislative
119 authority in the following areas:
 - 120 1. Standards of admission and retention of students.
 - 121 2. Determination of curriculum.
 - 122 3. Class scheduling and University calendar.
 - 123 4. Determination of faculty status.
 - 124 5. Standards and procedures for faculty appointments.
 - 125 6. Standards and procedures concerning faculty promotion and tenure.
 - 126 7. Standards and procedures for faculty conduct and discipline.
 - 127 8. Standards and procedures for the appointment of academic administrative
128 officials.
 - 129 9. Standards and procedures concerning athletics.
 - 130 10. Standards and procedures concerning student conduct and discipline.
 - 131 11. The conferring of degrees.
 - 132 12. Such other authority as may be subsequently delegated by the Trustees.

133 13. Other educational policies of the University.

134 **ARTICLE 2 Section 2: Consultation of the Faculty**

- 135 1. University administrative officials should consult with the faculty concerning:
136 1. Decisions regarding the University's existing or prospective physical resources.
137 2. Allocations of the University's resources among competing demands (i.e.,
138 budgeting).
139 2. This consultation may take a variety of forms, chief among which should be consultation
140 with elected faculty representatives in the Faculty Senate and with the faculty in any
141 affected division.
142 3. University administrative officials should keep the faculty adequately informed in an
143 appropriate manner concerning all policies.

144 **ARTICLE 3 Officers**

145 **ARTICLE 3 Section 1: Presiding Officer**

- 147 1. The President of the Faculty Senate shall be the presiding officer. In his or her absence
148 the Vice-President shall preside. In the absence of the President and the Vice-President,
149 the senior non-administrative faculty member present at the meeting shall preside.
150 Seniority shall be determined by rank and date of appointment to rank at Indiana
151 University.
152 2. All Faculty Senate committees shall file copies of their minutes and a written summary of
153 activities in the office of the ~~faculty~~Faculty Senate secretary.

154 **ARTICLE 3 Section 2: Other Officers**

155 The other officers shall be a Secretary and a Parliamentarian.

156 **ARTICLE 3 Section 3: Manner of Election**

- 157
158 1. Elected members of the Faculty Senate without administrative appointments as defined in
159 the bylaws shall be eligible to serve as President, Vice-President, Secretary, or
160 Parliamentarian of the Faculty Senate.
161 2. Elections will be held by the incoming Faculty Senate before the end of the spring
162 semester.
163 3. Nominations and elections shall be conducted by the Nominating Committee in the
164 manner described in the Faculty Senate bylaws.

- 166 ~~1. The President, Vice President, Secretary and Parliamentarian shall be elected from the~~
167 ~~members of the faculty by a majority vote.~~
168 ~~2. A procedure for nominations shall be provided in the Bylaws.~~

169 **ARTICLE 3 Section 4: Term of Office**

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170 All elected officers shall serve for one year.

171 ARTICLE 4 Election of Senators

172 ARTICLE 4 Section 1: Eligibility

173

174 1. Persons eligible to serve as senators for their school, division or library shall be full-time
175 resident faculty with the rank of Professor, Clinical Professor, Associate Professor,
176 Clinical Associate Professor, Assistant Professor, Clinical Assistant Professor, Senior
177 Lecturer, or Lecturer without an administrative appointment as defined in the Faculty
178 Senate Bylaws.

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180 ARTICLE 4 Section 2: Representation of Schools, Divisions, and Library

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182 1. Individual schools, divisions, and the library will be allotted one Senator for every five
183 resident faculty members eligible to vote. If the school, division, or library has fewer than
184 five resident faculty members, they will be allotted one Senator.

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186 ARTICLE 4 Section 3: Determination of Number of Senators to be Elected

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188 1. The number of resident faculty eligible to serve as Senators for each school, division, and
189 the library will be determined on September 1st from the list of resident faculty described
190 in ARTICLE 1, Section 1, number 5

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191
192 2. The president of the Faculty Senate shall notify the administrative heads of each school,
193 division, or library the number of Senators they are entitled to for the next academic year.

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195 ARTICLE 4 Section 4: Election of Senators

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197 Individual schools, divisions, and the library shall establish their own procedure for the
198 nomination and election of Senators consistent with the following provisions:

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199
200 1. The administrative head of the school, division, or library shall call for and supervise the
201 election of their units Senators by the fifth week of the spring semester. The
202 administrative head will provided the names of the elected Senators to the President of
203 the Faculty Senate by the end of the fifth week of the spring semester.

204 2. Should a vacancy occur during the fall or spring semester, the administrative head of the
205 unit will call a special election within one month of the vacancy. If a vacancy occurs
206 during the summer, a special election will be held during the first two weeks of the fall
207 semester.

208
209 ARTICLE 4 Section 5: Length of Term

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211 1. Senators shall be elected to two year terms. Senators elected by special election to fill a
212 vacancy shall only serve the remainder of the vacated position.

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213 2. The Senator's term begins on July 1st after their election, with the exception of a special

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- 214 [session for the purpose of electing Faculty Senate officers for the upcoming year.](#)
215 3. [Upon the initial formation of the representative Faculty Senate, one half of a unit's](#)
216 [representatives rounded down will serve a one year term.](#)

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218 **[ARTICLE 4 Section 6: Recall](#)**

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220 [At any time, a school, division, or library may recall any of their Senators by a two-thirds vote of](#)
221 [their ~~electing body~~faculty.](#) [Vacancies created by recall will be filled by special election as](#)
222 [described in Article 4 Section 4.](#)

223
224 **ARTICLE 4-5 Meetings**

225 **ARTICLE 4-5 Section 1: Regular Meetings**

226 The Faculty Senate shall be required to hold no fewer than three meetings during each academic
227 year.

- 228 1. The first required meeting shall be held in September.
229 2. The second required meeting shall be held during the first semester.

230 **ARTICLE 4-5 Section 2: Notice of Meetings**

231 The Secretary shall notify each faculty member, ~~Purdue faculty member~~, adjunct faculty member
232 and the President of the Indiana University Kokomo Student Senate at least one week in advance
233 of all required and special meetings of the Senate, except when an emergency exists as
234 determined by the Chancellor or the President of the Senate.

235 **ARTICLE 4-5 Section 3: Special Meetings**

236 Special meetings of the Faculty Senate may be called as follows:

- 237 1. When the Chancellor or the President of the Faculty Senate deems such a meeting is
238 desirable.
239 2. When any five members of the [faculty Senate](#) are agreed that a Faculty Senate meeting is
240 desirable, and present a signed petition to the Secretary calling for such meetings.

241

242 **ARTICLE 4-5 Section 4: Quorum**

243 A majority of the ~~faculty-elected representatives~~ who are not teaching when the Faculty Senate
244 meets shall constitute a quorum for the conducting of all Senate business.

245 **ARTICLE 4-5 Section 5: Record of Meetings**

246 The Secretary shall duplicate the minutes of all Faculty Senate action. He or she shall retain the
247 original and shall distribute copies within the following three weeks to all faculty members,
248 Purdue faculty members, adjunct faculty members and the President of the IUK Student Senate.
249 Each outgoing Secretary shall be responsible for transferring the complete file of official minutes
250 to the Indiana University Kokomo Archives.

251 **ARTICLE 5-6 Academic Due Process**
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253 The intent of this article is to enable Indiana University Kokomo to produce academic freedom
254 and tenure and to ensure the requirements of academic due process, for instance, as outlined in
255 the IU Kokomo Due Process Procedures, are adhered to for the benefit of all who are involved
256 with or affected by the policies and programs of the institution.

- 257 1. The Faculty Board of Review shall express its judgment on issues of academic freedom,
258 dismissal, discipline, reappointment, tenure, promotion, salary adjustment, annual review,
259 and any other issue that affects the nature or conditions of work/employment, including
260 issues protected by the IU Kokomo Due Process Procedures and any other relevant Due
261 Process polices passed by the Faculty Senate or University Faculty Council. This
262 procedure applies to any faculty member including faculty members who have an
263 administrative role/appointment. The Board is specifically allowed to review the
264 underlying actions and decisions by administration and issue its judgment as to whether
265 the Board believes such action was reasonable under the circumstances and warranted
266 under policy. Action by administration that is not supported by evidence will not be
267 sustained by the Board.
- 268 2. In the course of a review, the Board shall request reconsideration of a decision or
269 recommendation when it finds that inadequate consideration was given to the faculty
270 member's qualifications, that specified procedures were not observed, or that erroneous
271 information substantially affected an appealed decision. If procedures as outlined in the
272 IU Kokomo Due Process policy are not followed as prescribed, the Board will
273 recommend the reversal of the administrative action without further review.
- 274 3. The Board of Review shall be a standing Senate Committee and shall be set forth in the
275 Faculty Senate Bylaws.
- 276 4. The Faculty Senate shall establish procedures governing the operation of the Board of
277 Review.

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282 **ARTICLE 6-7 Bylaws and Amendments**
283 **ARTICLE 6-7 Section 1: Adoption of Bylaws**

284 The Faculty Senate may, by majority vote, adopt such bylaws as are necessary for the governing
285 thereof.

286 **ARTICLE 6-7 Section 2: Method of Amendment**

287 When an amendment to these articles is proposed, the procedure shall be as follows: A motion
288 which identifies the proposal as an amendment to these articles shall be presented in either a
289 regular or special meeting of the Faculty Senate. Debate on the proposed amendment shall be a
290 special order of business at a special or regular meeting of the Senate at least one week after the
291 introduction of the amendment. Consideration of the amendment shall take precedence over all
292 other business. The vote on the proposal shall be by mail ballot or electronic ballot where the
293 voter is not identified, as determined by the Indiana University Kokomo Faculty Senate Agenda
294 Committee, within one week after the Senate has voted in special or regular meeting that
295 discussion on the proposal is closed.

296 The Amendment shall be considered adopted when voted for by two-thirds of the total of all of
297 the faculty plus such other members that vote.

298 (all faculty + other members voting) (2/3) = Votes needed for ratification

299 **ARTICLE 6-7 Section 3: Rules of Order**

300 Robert Rules of Order prevail unless contrary to the express provisions of these Articles of
301 Government or the Bylaws.

302 Ratified by the Indiana University Kokomo Faculty Senate, April 22, 1985.

303 Amended November, 2008.

304 Amended March, 2016

305