

# Washington State University

## Faculty Senate Constitution

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## Establishing Shared Governance

The Board of Regents of Washington State University, in the exercise of its general powers vested by law to enact laws, regulations, and policies necessary to govern the University, and acting upon the recommendations of the President of the University, of recognized student and faculty groups, and the administration, does hereby establish a Faculty Senate with powers, duties, and responsibilities as indicated herein.

### ARTICLE I

#### POWERS AND JURISDICTION

##### Section 1: Purpose

The purpose of the Faculty Senate is to provide a representative body of the faculty community, with due consideration for women and minorities, to consider and to make recommendations to the President and appropriate administrative officials of the University, and through the President to the Board of Regents, on matters affecting the general welfare of Washington State University and its educational, research, and service activities.

##### Section 2: Powers and Duties

###### A. *Legislative Powers*

The Faculty Senate shall serve as the legislative body of the faculty in all matters requiring faculty action or approval of curricular and educational policies of Washington State University including:

1. Standards of admission.
2. Curricula and courses to be offered and the amount of credit for each course.
3. Standards of scholarship.
4. Requirements for graduation.
5. The academic calendar.

###### B. *Power of Recommendation*

The specific duties of the Senate shall also include, but not be limited to, the formulation of recommendations to the President and appropriate administrative officials of the University with regard to the following:

1. Development and review of plans and policies to strengthen the educational program of the University.
2. Review of the budget of the University to assess its general conformity with policies and priorities established or endorsed by the Senate.
3. Review of the master plan for the physical and educational development of the University.
4. Protection and enhancement of academic freedom of members of the University community.
5. Preservation and extension of academic responsibility of members of the University community.
6. Promotion of the general welfare of the University community.
7. Review of policies concerning the University's relations with its supporting community throughout the state of Washington.
8. Review of policies concerning the University's relations with outside agencies.

9. Review of rules and procedures of the University concerning the conduct of its members.

## ARTICLE II

### COMPOSITION, TERM, ELECTIONS, AND VACANCIES

#### Section 1: Elected Members

The Senate shall consist of representatives of the tenured and tenure-track faculty and career track faculty elected by college, representatives allocated specifically to the urban campuses, and the president of the Graduate and Professional Student Association. Apportionment is given in Section 4 below.

Adopted February 13, 2014

Amended March 26, 2020

#### Section 2: Ex Officio Members

The President, the Provost, the Vice Presidents, the Vice Provosts, the Assistant Vice Presidents, the immediate past Senate Chair, the President and Vice President of the Associated Students of Washington State University or their representatives, shall be ex officio non-voting members of the Senate.

#### Section 3: Executive Session

This provision for ex officio and/or nonvoting members shall not preclude the right of the elected voting members of the Senate to meet in executive session.

#### Section 4: Apportionment

##### *Constituencies*

Two tenure track faculty members shall be elected to represent each major constituency. The major constituencies are defined as each degree-granting college and the faculty of the Library. Additional Faculty Senate tenure track seats dedicated to the major constituencies shall be allocated by the following formula: the number of tenure track (FTE) faculty greater than 50 divided by 25, with fractional positions at 0.5 and above rounded up to the next highest integer, and below 0.5 rounded down to the next lowest integer.

Career track faculty (Section 5, Part D) in each degree-granting college shall have 2 seats per degree-granting college, plus additional representation as determined by the following formula: the total number of eligible career track faculty (Section 5, Part D) minus 50 divided by 50, with fractional positions at 0.5 and above rounded up to the next highest integer, and below 0.5 rounded down to the next lowest integer.

Four tenure track seats in the Faculty Senate are designated for representation by the faculty from each of the campuses of Everett, Vancouver, Tri-Cities, and Spokane. Additional tenure track representation for the campuses not co-located with Pullman shall be determined by the following formula: the number of eligible faculty (tenure track) divided by 50, with fractional positions at 0.5 and above rounded up to the next highest integer, and below 0.5 rounded down to the next lowest integer.

Additional career track representation (Section 5, Part D) for the non-Pullman campuses shall be determined by the following formula: the number of eligible faculty (career track, Section 5, Part D) divided by 50, with

fractional positions at 0.5 and above rounded up to the next highest integer, and below 0.5 rounded down to the next lowest integer.

Representatives shall be elected by and from the eligible tenure track and career track faculty (Section 5, Part D; Section 7, Part A) of Washington State University in their respective constituencies. One seat in the Faculty Senate shall be designated for representation by the President of the Graduate and Professional Student Association.

Adopted January 28, 2016

Amended April 12, 2018

Amended October 3, 2019

Amended March 26, 2020

#### *Subconstituencies*

By majority vote a constituency may allocate its quota of senators to subconstituencies consisting of single departments, groups of closely related departments, or other subdivisions. However, the entire quota or any portion thereof may be elected at large.

#### *Distribution of Honors Positions*

Full-time equivalent faculty positions assigned to the Honors Program and to all other programs shall be allocated to the areas in which they are distributed.

#### *Reapportionment*

Each year the Executive Secretary of the Senate shall be responsible for the reapportionment of Faculty Senate seats at least 60 days prior to the election of Senate members and for determining the number of senators to be elected from each consistency. Elections of Senators shall be completed by May 1 of every year.

Adopted February 13, 2014

Adopted January 28, 2016

### *Section 5: Qualifications for Election*

#### *Term*

Faculty senators shall be elected for a term of three years and shall be eligible for reelection.

#### *Staggered Terms*

One-third of the faculty senators shall be elected each year.

#### *Term Limit*

No faculty senator shall be elected to more than two full terms consecutively.

### *Appointment Status*

Faculty qualified for election to the Faculty Senate must hold a documented tenure track or non-tenure track appointment. Non-tenure track faculty eligible to hold or vote for non-tenure track Faculty Senate seats are defined here as non-tenure track faculty with a continuous term, fixed term, or contingent appointment effort percent greater than or equal to 0.75 with the University. Postdoctoral, research associates, visiting faculty, or other non-instructional temporary faculty do not fall under the category of non-tenure track faculty, as defined here, and are not eligible for election to the Faculty Senate.

Adopted April 12, 2018

### *Nomination*

Each constituency, subconstituency, or regional campus may nominate faculty candidates by such means as it chooses. A candidate may also be nominated by a petition signed by 20 percent of the eligible voters within his/her constituency, or within his/her subconstituency if the constituency is subdivided.

### *Validation*

For a member of the faculty to be elected to membership in the Senate, a minimum of 40 percent of the eligible voters in the electing category for that position must vote.

## *Section 6: Regional Campus Representation*

### *A. Term*

Regional campus senators shall be elected for a term of three years and shall be eligible for reelection.

### *B. Staggered Terms*

One-third of the regional campus senators shall be elected each year.

### *C. Term Limit*

No regional campus senator shall be elected to more than two full terms consecutively.

### *D. Nomination*

Each regional campus shall establish and file with the Executive Secretary the qualifications for its senator.

## *Section 7: Eligibility to Vote*

### *A. Appointment Status*

Faculty members with tenure track or non-tenure track (Section 5, Part D) appointments are eligible to vote in their respective constituencies for faculty senators. Washington State University does not define postdoctoral, research associates, visiting faculty, or other non-instructional temporary faculty as “non-tenure track faculty” (Section 5, Part D). Therefore, they are not eligible to vote in Faculty Senate elections.

Adopted April 12, 2018

### *B. Joint Appointments*

Faculty members with an appointment split among two or more constituencies or subconstituencies shall vote in the electing unit of the major appointment. If the appointment is split evenly, the faculty member shall inform the Executive Secretary of the Senate in writing by November 1 of each year as to the

constituency or subconstituency in which he/she wishes to vote. Whatever the terms of the appointment, no faculty member may vote in more than one unit in any given year.

*C. Appointment Outside of Constituency*

Any faculty member not covered by existing constituencies as described in this Article, may petition the Senate for assignment to a constituency with the consent of that constituency. Faculty members so assigned shall be counted in subsequent totals of constituency personnel for purposes of seat allocations, and shall be eligible to vote in such constituencies.

**Section 8: Graduate and Professional Student Association**

*A. Constituencies*

The President of the Graduate and Professional Student Association shall serve in the Senate.

*B. Term and Reelection*

The President shall serve during their term of office at President of GPSA.

**Section 9: Election Procedure**

*A. Time of Election*

Regular Senate elections shall be held during the Spring semester. Senators elected at these times shall assume the duties of their office on the following August 16. Terms end August 15 for retiring senators or officers.

*B. Manner of Election*

Subject to the limitations set forth in this Article, the Senate shall have the power to determine the time, place, and manner of holding senatorial elections.

Elections for non-Pullman campus representatives to Faculty Senate shall be run by the local faculty governance body at the request of the Executive Secretary of the Faculty Senate.

*C. Vacancy*

Senators who are unable to attend a Faculty Senate meeting on a temporary basis may appoint a proxy to attend in their place. The proxy must be an individual who has served on WSU Faculty Senate previously. Should the use of a proxy become necessary, this must be communicated to the Faculty Senate Executive Secretary at least 24 hours in advance whenever possible.

Adopted April 12, 2018

Amended March 26, 2020

**ARTICLE III**

**ORGANIZATION**

**Section 1: Bylaws and Regulations**

The Faculty Senate shall have the power to organize itself and to make all bylaws and regulations necessary for its own proceedings.



## Section 2: Officers and Executive Committee

### Officers

The officers of the Faculty Senate shall include a Chair, a Chair-Elect, the immediate past Senate Chair, and an Executive Secretary. These four officers shall comprise the Executive Committee of the Faculty Senate.

Amended November 19, 2020

### Chair

The Chair of the Senate will be the Chair-Elect from the previous year.

### Chair Elect

The chair-elect of the Faculty Senate shall be elected by the membership\* of the Faculty Senate from among those individuals who are currently a senator, parliamentarian, or a member of the Steering Committee or have served in one of these positions within the previous four years. The chair-elect shall assume the duties of the chair in the absence of the chair.

\*i.e., both continuing Senators and those whose terms are expiring are eligible for election.

Amended March 7, 2019

### The Immediate Past Chair

The past-chair shall be the past senate chair. Should the immediate past-chair be unable or declines to serve, past-chairs will be offered the position in reverse chronological order of their service. Should no past-chair be willing and able to serve, this position will remain vacant for the year.

### Executive Secretary

The Executive Secretary shall be a member of the faculty eligible for election to the Senate, and shall be selected by the Senate for a three-year term and shall be eligible for reelection. If the person chosen is an elected member of the Senate, the seat thereby becomes vacant and shall be filled as specified in Article II, Section 7.C.

1. The Executive Secretary shall be an *ex officio* non-voting member of the Senate.
2. The Executive Secretary shall be responsible for operations of the Senate Secretariat, and the duties shall include, but not be limited to, the preparation and distribution of agenda materials for the Senate and its committees, the certification of election results, the processing of petitions, and the preparation and distributions of records of Senate actions.

Adopted October 6, 2016

## Section 3: Committees

Except for the stipulations herein provided, the Senate shall have the power to determine the number and size of its committees and the terms of office of committee members.

#### A. *Election and Officers*

The Senate shall have the power to elect its own committees, and each committee shall be empowered to elect its chair and other officers except for stipulations herein provided.

#### B. *Qualifications for Membership*

Any individual with a permanent or temporary faculty appointment may be elected by the Senate to its committees, and subcommittees may include members who are not members of the parent committee.

#### C. *Participation of Committee Chairs*

Chairs of Senate standing committees who are not members of the Senate shall be regarded as non-voting members of the Senate and will be expected to participate fully in its proceedings concerning matters within the jurisdiction of their respective committees.

#### D. *Steering Committee*

The standing committees of the Senate shall include a Steering Committee.

1. The duties of the Steering Committee shall include matters relating to agenda, referral, voting, and elections. The Steering Committee shall also act as an emergency advisory council to the President, and it may serve as a Summer Executive Committee to carry out functions delegated to it by the Senate.
2. The Chair, Chair-Elect, and Executive Secretary of the Faculty Senate shall, *ipso facto*, be members and officers of the Steering Committee. Additional Steering Committee members shall include the Chair of the Senate from the previous year and the chairs of the following committees: Academic Affairs, Budget, Faculty Affairs, Graduate Studies, Research and Arts, and Professional Health Sciences, along with representatives from the non-Pullman campuses. Each non-Pullman campus shall have one vote in the Steering Committee. Each of the Senate Committees listed in this section shall have one vote in the Steering Committee.

Amended March 26, 2020

#### E. *Committee on Committees*

The standing committees of the Senate shall include a Committee on Committees.

1. The duties of the Committee on Committees shall include the nomination of faculty committee members to recommended to the Senate for election.
2. The membership of the Committee on Committees shall consist of nine faculty members, at least six of whom are faculty actively involved in teaching courses for university credit. Members shall be nominated and elected by the Senate.

#### F. *Legislative Representative/Council of Faculty Representative*

A member of the faculty shall be elected to a joint three-year term as legislative representative and member of the state-wide Council of Faculty.

Duties will be:

1. Represent faculty concerns in legislative matters and maintain liaison with University administration (especially the Director of State Relations), legislators, state officials, legislative staff, and relevant groups.
2. Solicit faculty views on legislative matters.
3. Work in close cooperation with the Faculty Senate Executive Committee to understand in and in turn represent WSU faculty interest to the state legislature.
4. Serve as an *ex officio* member of the Faculty Senate Steering Committee.

Amended November 5, 2020

## ARTICLE IV

### COMMITTEE ON FACULTY STATUS

#### Section 1: Composition and Election

The Committee on Faculty Status shall consist of nine members who shall be elected by the faculty at large in a manner determined by the faculty.

#### Section 2: Powers and Duties

The functions of the Committee on Faculty Status shall include the conciliation and adjudication of disputes within the faculty and between members of the faculty and the administration. It shall make periodic reports (at least annually) to the Senate and to the faculty concerning its operations. It shall have the right to call special meetings of the faculty or any component thereof.

## ARTICLE V

### PETITION, REFERENDUM, RECALL AND AMENDMENT

#### Section 1: Petition.

##### A. Individual

Any member of the University community may in his or her own right bring any matter of University concern to the attention of the Senate through a Senate member, through a Senate committee chair, or through the Executive Secretary of the Senate.

##### B. Formal Petition

A matter of University concern may also be introduced for Senate consideration by a petition signed by five percent of the faculty members eligible for election to the Senate, or by five percent of the undergraduate student body, or by five percent of the graduate student body, or by any combination of percentages of these three groups which totals five percent. Matters introduced by such petitions shall be acted upon by the Senate within 60 academic days, excluding summer sessions.

#### Section 2: Referendum.

##### A. Petition

Any action of the Senate shall be submitted to a referendum vote of the faculty eligible for election to the Senate upon submission of a referendum petition signed by one-third of the faculty members eligible for election to the Senate.

### *B. Majority*

To reject an action by the Senate shall require a majority of the votes cast in the referendum on the issue, provided that at least 50 percent of the faculty vote thereon.

### *C. Notice*

The Executive Secretary of the Senate must be informed in writing of the intention to submit a referendum petition within two weeks following notice by the Senate of its action, and the completed petition must be filed with the Executive Secretary within six weeks of such notice. Senate actions under challenge by referendum petition shall be suspended pending the results of the referendum vote.

## *Section 3: Amendment.*

### *A. Proposal*

Changes in the operation or function of the Faculty Senate may be proposed:

1. By the Steering Committee.
2. By initiative endorsed by no fewer than ten percent of the voting members of the Senate.

### *B. Publication*

A proposed amendment to the Faculty Senate Constitution must be submitted to the Executive Secretary of the Faculty Senate at least 20 days prior to the date selected for the Senate vote.

### *C. Adoption*

An amendment to the Faculty Senate Constitution may be adopted by a two-thirds vote of the voting membership of the Senate at a regular or special meeting, providing that the Senate discussed the amendment at a prior meeting within the preceding six weeks.

## *Section 4: Recall*

### *A. Petition*

Any senator may be recalled from a Senate position as the result of a special election initiated by a recall petition signed by 20 percent of his/her electorate. The recall petition shall be filed with the Executive Secretary of the Senate.

### *B. Election*

In the special election so initiated, the senator shall be recalled if at least 50 percent of those eligible to vote for this position cast a ballot, and if a majority voted in favor of recall.

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Revised: October 13, 2005

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