

Constitutional Revisions Proposed by the Faculty Governance Recommendation Committee

Revised Draft (10 April 2011)

Original Constitution	Proposed Revisions Watson Committee changes in blue FGRC Committee changes in red
<p>I. Purpose</p> <p>The Faculty Senate shall serve the Faculty on issues affecting the common purposes of Rensselaer Polytechnic Institute. The Faculty's role in the creation, understanding, and dissemination of knowledge is held in the highest esteem, and will not be abridged. The Senate shall represent Faculty interests in the broader issues of education and research, including Curriculum, Promotion and Tenure, and Planning, and Resources. The Senate shall advise the President of the Institute and the Board of Trustees as to the Faculty views in all matters. The resolutions of the Senate shall guide Rensselaer Polytechnic Institute in scholarly activities and instruction. Important issues affecting the Faculty in general will be presented, with recommendations for action, at a general meeting of the Faculty each semester.</p>	<p>I. Purpose</p> <p>The Faculty Senate shall represent the faculty tenure, non-tenure, and retired faculty along with librarians and archivists on issues affecting the common purposes of Rensselaer Polytechnic Institute. The faculty's role in the creation, understanding, and dissemination of knowledge is held in the highest esteem, and will not be abridged. The Senate shall implement the faculty's participation in academic governance by recruiting and nominating faculty candidates; administering elections including elections to the Promotion and Tenure, Curriculum, and Planning and Resource committees, any standing and ad hoc committees, and other subsidiary bodies of the Senate as required; providing a forum for policy deliberations on matters of importance to the faculty; coordinating the handling of faculty grievances and appeals; and advising the Provost as to the faculty views in all matters relating to the principal missions of the Institute. Resolutions passed by the Senate shall help guide Rensselaer Polytechnic Institute in scholarly activities and instruction, and important issues affecting the faculty in general will be presented to the faculty with recommendations for consideration and action.</p>
<p>II. Membership</p> <p>A. Personnel</p> <p>i. For the purposes of Senate business, the term "Faculty" includes persons having the title Professor, Associate Professor, Assistant Professor, Research Professor, Research Associate Professor, Research Assistant Professor, Librarian, Archivist and Assistant Archivist, and also includes those retired from these positions. Persons holding an administrative position at or above the level of department chair or department head, or in direct report to a Provost or President, including but not limited to those having the title Dean, Associate Dean, Assistant Dean, Provost, Associate Provost, Vice Provost, Vice President or President are not eligible to hold a Senate office except as listed below. If a person is appointed to a position having this title while holding a Senate office, he or she shall resign from the Senate office or delay accepting the administrative appointment.</p>	<p>II. Membership</p> <p>A. Personnel</p> <p>i. The Senate shall consist of the voting representatives from of the tenure faculty (tenured and tenure-track faculty and non-voting representatives from), non-tenure faculty (research faculty, and clinical faculty), librarians and archivists, and retired faculty, as well as and any ex officio members. Persons holding an administrative position at or above the level of department chair or department head, or in direct report to a Provost or President, including but not limited to those having the title Dean, Associate Dean, Assistant Dean, Provost, Associate Provost, Vice Provost, Vice President or President are not eligible to hold a Senate office except as listed below. If a person is appointed to a position having this title while holding a Senate office, he or she shall resign from the Senate office or delay accepting the administrative appointment. In addition, faculty members who are involved in litigation against the institute with a conflict of interest (as defined in the 2008 edition of the Human Resource Policy Guidelines, Section 800.11) are not</p>

<p>ii. The Faculty Senate shall consist of fifteen regular members (to include one member from each School, one from the retired faculty, one from Rensselaer at Hartford, one from the Library, and six members at large), a President of the Senate, a Vice President of the Senate, a Secretary, a Recording Secretary, a Chair of the Faculty, a Secretary of the Faculty, and the Chairs of three Special Committees (Curriculum, Promotion and Tenure, Planning and Resources). The Provost shall also serve as an ex officio non-voting member.</p>	<p>eligible to serve on the Faculty Senate.</p> <p>ii. The Faculty Senate shall consist of fourteen voting members and six non-voting nineteen regular members. The voting members will consist of the Faculty Senate officers and These will include two tenure faculty members from each of the three largest schools (Engineering, Humanities, Arts & Social Sciences, and Science) and one from each of the two smaller schools (Architecture and Lally School of Management) representing the tenure faculty; the one non-voting members will consist of one representatives each from the Troy campus clinical faculty, Hartford clinical faculty, the research faculty, Hartford clinical faculty, the library, and retired faculty.; plus the Faculty Senate officers. The Provost or Provost's designee shall serve as an ex officio non-voting member.</p>
<p><new section></p>	<p>B. Voting Eligibility and Recognition</p> <p>i. Formal resolutions advanced to the Provost administration and the Board of Trustees will be on the basis of an affirmative vote of the tenured and tenure-track tenure faculty. whether the vote be within the Senate or the faculty at large. The Senate shall specify its own policies, rules, and procedures for affairs internal to the concerns of the faculty.</p> <p>ii. The tenured and tenure-track tenure faculty of each school shall elect their own school representatives to the Senate, and the members of standing committees of the Senate, except where specifically noted below. Tenure and non-tenure faculty, librarians and archivists, and retired faculty shall vote for the election of Senate officers. The election of Senate officers, who shall serve as at-large representatives to the Senate, shall be based on a vote of the tenured and tenure-track faculty.</p> <p>iii. The Senate explicitly recognizes: the right of the Troy campus clinical faculty, Hartford clinical faculty, the research faculty, the non-tenure faculty, Hartford faculty, librarians and archivists, and retired faculty to establish their own representative bodies and elect their own representatives to the Senate; the Senate's obligation to fully deliberate on any resolution advanced by these representatives; and the right of these five representative bodies to appeal directly to the Provost should the Senate reject or fail to adequately consider a resolution they put forward.</p>
<p>B. Succession</p> <p>The Faculty shall elect from its ranks the regular members of the Senate to serve two-year terms. Faculty shall also elect from its ranks the Vice President of the Senate and the Recording Secretary of the Senate. The Vice President of the Senate shall succeed to the position of President of the Senate in the second year, and in the third year shall serve as the</p>	<p>C. Term and Succession</p> <p>All members of the Senate with the exception of the officers will serve two year terms, with half of the body elected one year and half the next. Each of the officers shall serve a three-year term, with the Vice President of the Senate to succeed to the position of President of the Senate in the second year, and the Chair of the Faculty</p>

Chair of the Faculty. The Recording Secretary of the Faculty shall succeed to the position of Secretary in the second year, and in the third year shall serve as the Secretary of the Faculty.

in the third year; and the Recording Secretary of the Senate to succeed to the position of Secretary of the Senate in the second year, and the Secretary of the Faculty in the third year.

In the event that officers are unable to complete their term of office, the next officer in line shall immediately assume their responsibilities. The senate may choose to hold a special election, appoint an ~~eligible~~ regular Senate member to fill the vacant office until the next general election, or leave the office vacant until the next general election.

In the event that any other Senator is unable to complete her or his term, the Senate may hold a special election or leave the position vacant until the next general election, which in either case shall be for the remainder of the unexpired term.

III. Structure

The Faculty Senate shall maintain an Executive Committee, a Curriculum Committee, a Promotion and Tenure Committee, a Planning and Resources Committee, an Election Committee, a Faculty Committee on Honors, and standing committees.

III. Structure

The Faculty Senate shall maintain an Executive Committee, a Curriculum Committee, a Promotion and Tenure Committee, a Planning and Resources Committee, an Elections Committee, a Faculty Committee on Honors. **It shall also create ~~and other standing committees and ad hoc committees as deemed necessary.~~ It is understood that the Curriculum Committee and Promotion and Tenure Committee operate under authority delegated from the President of the Institute and that their specific decisions are not subject to the review by of the Senate or general faculty except as noted below. Likewise, the Faculty Committee on Honors operates with delegated authority from the Senate, and its specific decisions do not require the review by of the Senate. All other Senate committees must submit any and all recommendations to the Senate for its review.**

A. The Executive Committee

i. Composition. The Executive Committee shall consist of the President of the Senate, the Vice President, the Secretary of the Senate, the Recording Secretary of the Senate, the Chair of the Faculty, and the Secretary of the Faculty.

ii. Duties. The Executive Committee shall plan and coordinate the business of the Faculty Senate, to include scheduling meetings, preparing the agendas for Senate meetings and general faculty meetings, and inviting appropriate interested parties to attend meetings.

a. Duties of the President of the Senate. The President of the Senate shall preside at meetings of the Faculty Senate. The President of the Senate shall only cast a vote on issues before the Senate in the case of a tie vote. The President of the Senate shall give a financial statement, including a report on

A. The Executive Committee

i. Composition. The Executive Committee shall consist of **the Senate's officers, namely** the President of the Senate, the Vice President **of the Senate**, and the Chair of the Faculty, and the Recording Secretary of the Senate, the Secretary of the Senate, and the Secretary of the Faculty.

ii. Eligibility. All members of the Executive Committee ~~The President and Vice President of the Senate and the Chair of the Faculty~~ must be members of the tenured and tenure-track ~~tenure~~ faculty.

iii. Duties. The Executive Committee shall plan and coordinate the business of the Faculty Senate, to include scheduling meetings, preparing the agendas for Senate meetings and general faculty meetings, and inviting appropriate interested parties to attend **these** meetings. **It**

transactions during the year, at the spring general faculty meeting.

b. Duties of the Vice President of the Senate. The Vice President of the Senate shall assume the duties of the President of the Senate in case the President of the Senate shall be unable to do so. The Vice President of the Senate shall act as Parliamentarian for the Faculty Senate.

c. Duties of the Secretary. The Secretary shall take the minutes of the general faculty meetings, issue the agendas for general faculty meetings, and distribute the minutes of these meetings with the minutes of the Faculty Senate. The Secretary of the Senate shall be responsible for maintaining order in the records of academic policy approved by the Faculty and the records of the Faculty Senate business.

d. Duties of the Recording Secretary. The Recording Secretary shall take the minutes of the Faculty Senate, issue the agendas for Senate meetings and distribute the minutes to the general faculty.

e. Duties of the Chair of the Faculty. The Chair of the Faculty shall preside at the general faculty meetings. The Chair of the Faculty shall provide a written report annually on the state of the Institute from the Faculty perspective. The Chair of the Faculty shall serve as a member of the Faculty Senate, and shall represent the views of the Faculty to the President of the Institute and to the President's advisors.

f. Duties of the Secretary of the Faculty. The Secretary of the Faculty shall be responsible for conducting the annual review of the Faculty Handbook, and recommending changes to the Senate. The Secretary of the Faculty shall keep the Faculty roll. The Secretary of the Faculty shall serve as a member of the Faculty Senate, and shall represent the views of the Faculty to the Academic Deans and their advisors.

shall be a major duty of the Senate officers to maintain robust communications with the administration. All matters of substance must be brought before the Senate for deliberation.

The Executive Committee shall also serve as a committee on committees. It shall create new standing and ad hoc committees, or discontinue the same, in response to the evolving needs of the Institute, and as subject to the approval of the Senate.

The Executive Committee ~~President of the Senate shall seek to meet regularly with the Provost and President of the Institute regularly to discuss possible new tasks for the Senate to undertake, and to receive guidance from the Institute President on issues raised by or reported to the Board of Trustees and Institute President. The Executive Committee shall President of the Senate and the Provost will work together with the Provost to develop solutions to issues raised by the faculty and the administration.~~

a. Duties of the President of the Senate. The President of the Senate shall preside at meetings of the Faculty Senate. The President of the Senate shall only cast a vote on issues before the Senate in the case of a tie vote. The President of the Senate shall **communicate the concerns and the actions of the faculty and the Senate to the Provost and, as appropriate, the President of the Institute. The President of the Senate shall provide a report on the Senate's finances and transactions during the year at the Spring general faculty meeting.**

b. Duties of the Vice President of the Senate. The Vice President of the Senate shall assume the duties of the President of the Senate **when** the President of the Senate **is** unable to do so. The Vice President of the Senate shall act as Parliamentarian for the Faculty Senate, **and will also chair the Faculty Senate Elections Committee.**

c. Duties of the Secretary **of the Senate**. The Secretary of the Senate shall be responsible for maintaining **all records of the Faculty Senate, and a record of all decisions made by the Senate and the general faculty. The Secretary of the Senate shall also take and distribute the minutes of the general faculty meetings, and issue the announcements and agendas for general faculty meetings.**

d. Duties of the Recording Secretary **of the Senate**. The Recording Secretary **of the Senate** shall take the minutes of the Faculty Senate **meetings**, issue the agendas for Senate meetings, and distribute the minutes to the general faculty.

	<p>e. Duties of the Chair of the Faculty. The Chair of the Faculty shall preside at the general faculty meetings; The Chair of the Faculty shall provide a written report annually on the state of the Institute from the faculty perspective; and present the views of the Faculty to the Academic Deans and the President's cabinet as requested.</p> <p>f. Duties of the Secretary of the Faculty. The Secretary of the Faculty shall review the Faculty Handbook and Constitution annually, and recommend changes to the Senate; ensure effective communication and coordination between the Senate and its committees; maintain The Secretary of the Faculty shall keep the faculty roll; and provide to the faculty an annual update on all Senate amendments and votes.</p>
<p>B. The Curriculum Committee</p> <p>The educational offerings of the Faculty shall be of the highest quality, to inspire students, colleagues, and society in general toward the goals of lifetime learning and contributions to the common good. To assure this quality, the Curriculum Committee shall take responsibility for the educational offerings of the Faculty.</p> <p>i. Composition. The Faculty Committee on Curriculum shall consist of seven members of the Faculty, elected for three-year terms. There shall be one representative from each School and two members at large. There shall also be one representative from the Dean's office for each School. There shall also be two undergraduate student members, and one graduate student member selected by the Student Senate. The Chair of the Curriculum Committee shall be selected from the elected members of the Committee by the Senate Executive Committee. Also, with the consent of the President of Rensselaer Polytechnic Institute, the Dean of Undergraduate Education, the Dean Graduate Education, and the Registrar shall serve as ex officio non-voting members; the Dean of Undergraduate Education shall act as permanent Executive Secretary and the Registrar shall act as permanent Recording Secretary of the Curriculum Committee.</p> <p>ii. Duties. The Curriculum Committee shall consider proposals for changes in courses of instruction, requirements for majors in each subject, for new curriculums, and changes or discontinuations in existing curriculums. It shall determine that adequate provisions are made to inform faculty and students of any curriculum changes and their consequences. The Committee shall consider proposals for changes in the Core Curriculum and make suitable recommendations to the Faculty for action at a general faculty meeting. The Committee shall encourage innovations in instruction and in pedagogical materials and media.</p> <p>Following appropriate review and approval by the Senate or</p>	<p>B. The Curriculum Committee</p> <p>The educational offerings of the faculty shall be of the highest quality, to inspire students, colleagues, and society in general toward the goals of lifetime learning and contributions to the common good. To assure this quality, the Curriculum Committee shall take responsibility for the educational offerings of the faculty.</p> <p>i. Composition. The Faculty Senate Committee on Curriculum Committee shall consist of seven faculty members elected for three-year terms. There shall be five representatives from the tenured and tenure-track tenure faculty, with one representative from each School, and two at-large members who may be either tenured, tenure-track, tenure or clinical faculty and elected by the tenured, tenure-track, tenure and clinical faculty. There shall also be one representative from the Dean's office for each School and from the IF Program, and two undergraduate student members; and one graduate student member selected by the Student Senate. The Chair shall be a member of the tenured and tenure-track tenure faculty, and selected by the Committee from its elected members. Also, with the consent of the President of Rensselaer Polytechnic Institute, the Dean of Undergraduate Education, the Dean of Graduate Education, and the Registrar shall serve as ex officio non-voting members. The Registrar shall act as permanent Recording Secretary of the Curriculum Committee.</p> <p>ii. Duties. The Curriculum Committee shall consider proposals for changes in courses of instruction, requirements for majors in each subject, for new curriculums, and changes or discontinuations in existing curriculums. It shall determine that adequate provisions are made to inform faculty and students of any curriculum changes and their consequences. The Committee shall consider proposals for changes in the Core Curriculum</p>

the Faculty, decisions of the Committee to approve or terminate programs shall become binding with the approval of the President of the Institute. The President of the Institute shall act with all deliberate speed either to approve the decision (and, as necessary, to request the approval of the Board of Trustees), or to convey a notice of rejection to the President of the Senate, giving cause for the rejection.

and make suitable recommendations to the faculty for action. The Committee shall encourage innovations in instruction and in pedagogical materials and media.

Following appropriate review and approval by the Senate **and** the faculty, decisions of the Committee to approve or terminate programs shall **be reported to the Provost for review and recommendation to the President of the Institute.**

iii. Responsibility to the Senate. The Chair of the Curriculum Committee shall appear before the Faculty Senate at least once a year or as requested by the Senate to report on any matters of importance.

C. The Promotion and Tenure Committee

C. The Promotion and Tenure Committee

Attracting, developing, and maintaining high-quality Faculty is essential to the common purposes of Rensselaer Polytechnic Institute.

Attracting, developing, and maintaining high-quality faculty is essential to the common purposes of Rensselaer Polytechnic Institute.

i. Composition. The Faculty Committee on Promotion and Tenure shall consist of eight Full Professors with Tenure serving three-year terms. There shall be one member from each School and two members at large to be elected by the Faculty. The two at-large members cannot be from the same School. In addition, there shall be one member, a Full Professor with Tenure, who is elected annually by the Students during Grand Marshal Week. The Chair of the Promotion and Tenure Committee shall be selected from the elected members of the Committee by the Senate Executive Committee.

i. Composition. The Faculty Committee on Promotion and Tenure shall consist of eight Full Professors with Tenure serving three-year terms. There shall be one member from each School and two members at large to be elected by the **tenured and tenure-track tenure** faculty. The two at-large members cannot be from the same School. In addition, there shall be one member, a Full Professor with Tenure, who is elected annually by the Students during Grand Marshal Week. The Chair of the Promotion and Tenure Committee shall be selected **by the members of the Committee.**

ii. Duties. Duties of the Promotion and Tenure Committee and criteria for promotion are specified in the Faculty Handbook.

ii. Duties. Duties of the Promotion and Tenure Committee and criteria for promotion are specified in the Faculty Handbook.

iii. Responsibility to the Senate. The Chair of the Promotion and Tenure Committee shall appear before the Faculty Senate at least once a year or as requested by the Senate to report on any matters of importance.

D. The Planning and Resources Committee

D. The Planning and Resources Committee

In order to facilitate the educational and research missions of Rensselaer Polytechnic Institute, the Planning and Resources Committee shall participate in strategic planning and identifying necessary resources and facilities to achieve long-term goals and ensure the fair and proper distribution thereof

In order to **assure faculty involvement in the planning of** the educational and research missions of RPI, the Planning and Resources committee shall participate in strategic planning **and recommend new initiatives academic programs to achieve long term goals. Subject to the review and approval of the Senate, the Chair of the committee Chair will shall present the committee's Senate recommendations for possible inclusion in the Provost's performance plan, and actively participate in the Provost's performance planning process.**

i. Composition. The Planning and Resources Committee shall consist of eight members of the Faculty, elected to three-year terms. There shall be one faculty member from each School and three members at large. The Chair of the Planning and Resources Committee shall be selected from the elected members of the Committee by the Senate Executive Committee. With the consent of the President of Rensselaer

i. Composition. The Planning and Resources Committee

Polytechnic Institute, the Academic Deans (or their non-voting designates) shall serve as ex officio voting members, and the Controller, the Director for Development, and the Director of Government Relations shall serve as ex officio non-voting members.

ii. Duties. The Committee shall review all proposals to approve new programs or to terminate existing programs that, due to their scale or uniqueness, bear substantial impact on the Institute community at large. Following timely re-view and approval by the Senate or the Faculty, decisions of the Committee to endorse the creation of new programs or the termination of existing programs shall become binding with the approval of the President of the Institute.

The President of the Institute shall act with all deliberate speed either to approve the decision (and, as necessary, to request the approval of the Board of Trustees), or to convey a notice of rejection to the President of the Senate, giving cause for the rejection.

The Committee shall participate in the formation of the Institute budget and shall recommend Senate action concerning the endorsement of the final budget. During this process, any member of the Faculty shall have the opportunity to examine the budget and to raise questions about it.

shall consist of **five** members of the **tenured and tenure-track tenure** faculty, elected to three-year terms. There shall be one faculty member from each School. The Chair shall be selected **by the members of the Committee. In addition, the Provost and up to four additional administrative representatives as chosen by the Provost shall serve as voting members of the committee.**

ii. Duties. The Committee **shall participate in strategic planning**, shall review all proposals to approve new **academic** programs or to terminate existing **academic** programs that bear substantial impact on the Institute, **and solicit new proposals from the faculty. The committee members shall be given access, under provisions of confidentiality if necessary, to information within the academic portfolio required for informed participation in matters of institute priorities and strategy.** Following timely review and approval by the Senate or the **faculty, the recommendations** of the Committee **shall be advanced to the Provost and the President of the Institute by the President of the Senate.**

iii. Responsibility to the Senate. The Chair of the Planning and Resources Committee shall appear before the Faculty Senate at least once a year or as requested by the Senate to report on any matters of importance.

E. The Election Committee

i. Composition. The Election Committee shall consist of the Vice President of the Senate, who shall act as the Chair of the Election Committee, six elected members of the Faculty (one from each School, and one from the Library), and the Dean of Undergraduate and Continuing Education.

ii. Duties. The Election Committee shall issue a public call for nominations and shall provide a slate of eligible Faculty willing to run in the election for the positions to be filled on the Curriculum Committee, on the Promotion and Tenure Committee, on the Planning and Resources Committee, on the Election Committee, for Vice President of the Senate, for Recording Secretary of the Senate, and for the regular members of the Faculty Senate. The slate of nominees shall be sent to the Faculty at least one week before the Election. Further nominations may be offered to the Election Committee in writing.

The Election Committee shall be responsible for seeing that any Faculty election is completed fairly and in a timely fashion.

E. The Elections Committee

i. Composition. The Elections Committee shall consist of six elected members of the **Senate** (one from each School, **and one at large) as appointed by the Senate, along with the Vice President of the Senate, who shall chair the Elections Committee.**

ii. Duties. The Elections Committee shall issue a public call for nominations and shall provide a slate of eligible faculty willing to run in the election for **open positions on the Senate including its officers; its-the Curriculum, Promotion and Tenure, and Planning and Resources Committees; and any other standing committee and any ad hoc committee deemed by the Senate to require elected versus as opposed to appointed members.**

Upon request, the Elections Committee shall also assist the Executive Committee in recruiting suitable candidates for election or appointment to any standing and ad hoc committees of the Senate.

All recognized groups representing the clinical faculty, research non-tenure faculty, librarians and archivists, and retired faculty may, at their discretion, ask the

Elections Committee to administer the election of their representative to the Senate. The Elections Committee shall be responsible for seeing that **all elections are** completed fairly and in a timely fashion.

F. Faculty Committee on Honors

i. Composition. The Faculty Committee on Honors (FCH) shall consist of five faculty members who shall be appointed for staggered terms of three years each by majority vote of the Senate upon nomination by the Executive Committee. The five members shall be selected from each of the five Rensselaer Schools: Architecture, Engineering, Humanities and Social Sciences, and Management. The members of the FCH shall elect the Chair of the FCH from among themselves.

ii. Duties.

a. The Faculty Committee on Honors (FCH) shall, through the offices of the Rensselaer Provost, issue a public call for nominations, evaluate, and select candidates for specific honors. The FCH Chair shall communicate each selection to the Provost. Selections are subject to approval by the President and the Rensselaer Board of Trustees.

Awards/Grants for which FCH are responsible include the following: The Early Career Award, the Jerome Fischbach '38 Faculty Travel Grant, and the William H. Wiley 1866 Distinguished Faculty Award.

b. The Faculty Committee on Honors (FCH), through the offices of the Rensselaer President, shall also evaluate, rank, and recommend to the Rensselaer President's Committee on Honors (PCH) the candidates for the following year's Commencement Speaker and Honorary Doctor's Degrees candidates.

The FCH Chair shall communicate these rankings and recommendations to the Chair of the President's Committee on Honors. The FCH Chair will serve as a member of the PCH.

G. Standing Committees

Faculty governance is a complex issue, and it is important to maintain flexibility in the actions of the governing body. The Faculty Senate shall maintain standing committees from its membership as it sees fit. These committees shall investigate issues involving education, research, the role of the faculty, and other issues as they arise.

F. Faculty Committee on Honors

i. Composition. The Faculty Committee on Honors (FCH) shall consist of five **tenured and tenure-track tenure** faculty members who shall be appointed for staggered terms of three years each by majority vote of the Senate upon nomination by the Executive Committee. The five members shall be selected from each of the five Rensselaer Schools: Architecture, Engineering, Humanities, **Arts** and Social Sciences, Management, **and Science**. The members of the FCH shall elect the Chair of the FCH from among **its members**.

ii. Duties.

a. The Faculty Committee on Honors (FCH) shall, through the offices of the Rensselaer Provost, issue a public call for nominations, evaluate, and select candidates for specific honors. The FCH Chair shall communicate each selection to the Provost. **The Provost will review and forward the selections to the President for approval.**

Awards/Grants for which FCH are responsible include the following: The Early Career Award, the Jerome Fischbach '38 Faculty Travel Grant, and the William H. Wiley 1866 Distinguished Faculty Award.

b. The Faculty Committee on Honors (FCH), through the offices of the **Provost**, shall also evaluate, rank, and recommend the candidates for the following year's Commencement Speaker and Honorary Doctor's Degrees candidates.

The FCH Chair shall communicate these rankings and recommendations to the Chair of the President's Committee on Honors (**PCH**). The FCH Chair will serve as a member of the PCH. **The Chair of the Faculty Committee on Honors shall also appear before the Faculty Senate at least once a year or as requested by the Senate.**

G. Other Standing Committees

Faculty governance is a complex issue, and it is important to maintain flexibility in the actions of the governing body. The Faculty Senate shall maintain standing committees **as it sees fit. Standing committees shall ; and these committees shall include at least one members of the Senate.** These committees shall investigate issues involving education, research, the role of the faculty, and other issues as they arise.

<p>H. Institute-wide Committees</p> <p>Committees offer an efficient means of gathering information and conducting business on many issues. However, Faculty time is valuable. Committees having insufficient power or reason for existence should not be formed, and committees having accomplished their business should cease to exist. The Executive Committee shall facilitate and coordinate the appointment of Faculty to Institute-wide committees. The Executive Committee shall also conduct an annual review of the Institute-wide committees. Upon the recommendation of the Executive Committee, the Senate shall renew the charge for each Institute-wide committee, or direct that it be disbanded.</p>	<p>H. Ad Hoc Senate Committees and Institute Committees</p> <p>Committees offer an efficient means of gathering information and conducting business on many issues. However, faculty time is valuable. Committees having insufficient power or reason for existence should not be formed, and committees having accomplished their business should cease to exist. The Executive Committee shall facilitate and coordinate elections and appointments to ad hoc committees of the Senate, and when requested or generally delegated to do so, facilitate and coordinate faculty appointments to Institute committees created by the administration. The Executive Committee shall also conduct an annual review of all ad hoc committees. Upon the recommendation of the Executive Committee, the Senate shall renew the charge for each ad hoc committee, or direct that it be disbanded.</p>
<p>IV. Elections</p> <p>Election to the Senate shall be by ballot of the Faculty, as defined in Section II.A.i, during the Grand Marshal Week in the spring semester. For the purpose of voting, an eligible voter must maintain a campus email address. At the time of retirement or no later than 30 days prior to an election, a retired faculty member may register with the Secretary of the Faculty to vote using a campus email address. The role of eligible voters shall be maintained by the Secretary of the Faculty. The Election Committee shall conduct the election and report on it to the Senate at the first Senate meeting after the polls are closed. The Senate shall, by a majority vote of the members present and voting, accept the results of the election. In case two or more candidates receive the same number of votes in the election, the Senate shall vote by secret ballot to break the tie. If the result of any contest in the election is not accepted by the Senate, the election to that contest shall be declared invalid, and the Election Committee shall, at the earliest possible opportunity, conduct a supplementary election to fill the positions for which the election was invalidated.</p> <p>All duly elected members of the Faculty Senate and its Committees assume office at the end of the last regular Senate meeting during the semester in which the election is ratified, with the exception of the members of the Promotion and Tenure Committee, who shall take office at the beginning of the fall semester.</p> <p>When an elected member or officer is unable to assume office or to complete a term, the person will be replaced for the duration of that term by the next ranking nominee for that position in the last-held election. If no ranking nominee is available to serve, the Senate shall either elect a replacement by majority vote, schedule a special election to elect a replacement, or allow the position to remain vacant until the</p>	<p>IV. Elections</p> <p>Election to the Senate and its committees shall be by ballot during the Grand Marshal Week in the Spring semester, if possible. For the purpose of voting, an eligible voter must maintain a campus email address (this does not apply to elections the Senate administers on behalf of non tenured and tenure-track faculty and other groups). with the exception of a retired faculty member, who at the time of retirement or no later than 30 days prior to an election, may register with the Secretary of the Faculty to vote by registering any email address. The roll of eligible voters shall be maintained by the Secretary of the Faculty.</p> <p>The Elections Committee shall send its slate of nominees to the faculty at least one week before the election. Further nominations may, up to 72 hours before the election, be offered to the Elections Committee in writing. If there is only one candidate listed for any Senate position, including positions within Senate committees, the ballot for that position shall be presented as a plebiscite so that votes can be cast both for and against the candidate. The highest ranking candidate shall be declared the winner in a contested election; A majority of the votes cast must be secured for a candidate to win a plebiscite.</p> <p>The Elections Committee shall conduct the election and report the results to the Senate at the first Senate meeting after the polls are closed. The Senate shall, by a majority vote of the members present and voting, accept the results of the election. In case two or more candidates receive the same number of votes in the election, the Senate shall vote by secret ballot to break the tie. If the result of any contest in the election is not accepted by the Senate, the</p>

next general faculty Senate election; and a replacement for the duration of the term, if any, will be selected by ballot as part of the regular election process.

election to that contest shall be declared invalid, and the Elections Committee shall, at the earliest possible opportunity, conduct a supplementary election to fill the positions for which the election was invalidated.

All duly elected members of the Faculty Senate and its Committees assume office at the end of the last regular Senate meeting during the semester in which the election is ratified, with the exception of the members of the Promotion and Tenure Committee, who shall take office at the beginning of the fall semester.

V. Grievances

The Faculty Senate shall not act as a grievance body. If general policy issues arise out of individual Faculty grievances, however, the Faculty Senate shall act in a constructive manner to assist Rensselaer Polytechnic Institute to develop policies that minimize future grievances.

V. Grievances

The Faculty Senate shall not act as a grievance body. If general policy issues arise out of individual Faculty grievances, however, the Faculty Senate shall act in a constructive manner to assist Rensselaer Polytechnic Institute to develop policies that minimize future grievances.

VI. Policies, Rules, and Procedures

The Faculty Senate shall initiate, study, and make recommendations for the benefit of the Faculty and Rensselaer Polytechnic Institute. Matters will be debated and refined by the Senate. Authority over all Senate business rests in the Faculty, and major actions affecting the Faculty shall be considered by the entire Faculty at General Faculty meetings. The Senate shall communicate its deliberations to the Faculty through its Minutes. Resolutions of the Senate shall reflect the wishes of the Faculty, and are intended to be implemented.

A. The Faculty Senate shall conduct its business according to The Standard Code of Parliamentary Procedure (Sturgis, 1988).

B. The President of the Senate shall call an open meeting of the Senate at least once each month during the academic year. All formal action taken by the Senate shall take place at open meetings previously announced to the Faculty.

C. Two thirds of the members of the Senate shall constitute a quorum.

D. Any member of the Faculty has the right to appear before the Senate at her or his request. The Faculty member requesting the appearance may also request that it take place in closed session.

E. A Senator or an Officer of the Senate can be recalled by a 2/3 vote of the Faculty. In order to initiate such a vote, a petition with signatures of at least 1/10 of the Faculty should be presented to the Senate. The recall election shall be conducted by the Election Committee within three weeks of the submission of the petition.

VI. Policies, Rules, and Procedures

The Faculty Senate shall initiate, study, and make recommendations for the benefit of the faculty and Rensselaer Polytechnic Institute. Matters will be debated and refined by the Senate. Authority over all Senate business rests in the faculty, and major actions affecting the faculty shall be considered by the entire faculty at general faculty meetings. The Senate shall communicate its deliberations to the faculty through its Minutes. Resolutions of the Senate shall reflect the wishes of the faculty, and are intended to be implemented.

A. The Faculty Senate shall conduct its business according to The Standard Code of Parliamentary Procedure (Sturgis, 1988).

B. The President of the Senate shall call an open meeting of the Senate at least **five times** ~~once each month~~ during the academic year. All formal action taken by the Senate shall take place at open meetings previously announced to the faculty.

C. ~~For normal Senate business, two thirds of the~~ **tenured and tenure-track regular** members of the Senate shall constitute a quorum; ~~However, for any vote within the Senate on a resolution to be advanced to the administration, two thirds of the tenure faculty Senate members shall constitute a quorum.~~

D. Any member of the **tenured and tenure-track tenure faculty, and non-tenure** faculty, **as well as clinical faculty, research faculty, librarians, archivists, and retired faculty**, has the right to appear before the Senate at her or his request. The faculty member requesting the appearance may also request that it take place in closed

F. This Constitution may be amended by the following procedure: A Proposal for amendment must be circulated to the Faculty over the signatures of at least 1/20 of the Faculty at least thirty days before a general meeting of the Faculty at which the proposal will be discussed. Voting shall be by mail ballot, conducted by the Secretary of the Senate. Adoption of amendments requires a two-thirds majority of those voting and subsequent endorsement by the President and the Board of Trustees. No amendment to this Constitution shall be in disagreement with the Institute's Acts of Incorporation or the Institute Bylaws.

G. The Faculty Handbook shall be the Rules and Regulations of the Faculty. The Handbook shall be reviewed annually. Handbook revisions require a majority vote of the Faculty Senate, approval of the Provost, and the concurrence of the President of the Institute.

VII. General Faculty Meetings

Issues of importance to the general faculty should be brought before the Faculty at a general meeting. The Executive Committee shall call a regular meeting of the general faculty each fall and spring. An agenda for a regular meeting shall be prepared by the Executive Committee, with the advice of the Senate, and distributed to the Faculty one week before the meeting. Each meeting shall include a report from the President of the Senate on Senate business and a report from the Chair of the Faculty on past and future issues affecting Faculty. A quorum for the meetings shall consist of 1/10 of the Faculty. The fall meeting shall include a report from the President of Rensselaer Polytechnic Institute, and the spring meeting shall include a report from the Dean of Faculty. Minutes of the general faculty meetings will be approved by the Faculty Senate for accuracy and distributed with Faculty Senate minutes.

Issues of pressing importance can be brought before a special meeting of the general faculty. Special meetings of the Faculty can be called by the Executive Committee, or by a majority vote of the Senate, or by petition from the general faculty with

session.

E. A Senator or an Officer of the Senate can be recalled by a 2/3 vote of the faculty **who would normally be eligible to vote for the position held by that Senator or Senate Officer**. In order to initiate such a vote, a petition with signatures of at least 1/10 of the **eligible faculty** should be presented to the Senate. The recall election shall be conducted by the Elections Committee within three weeks of the submission of the petition.

F. This Constitution may be amended by the following procedure: A Proposal for amendment must be circulated to the faculty over the signatures of at least **1/10** of the **tenured and tenure-track tenure** faculty at least thirty days before the **general faculty meeting** ~~a general meeting of the faculty~~ at which the proposal will be discussed. Voting shall be by mail ballot, conducted by the Secretary of the Senate. **Only the tenured and tenure-track tenure faculty shall vote on constitutional amendments**. Adoption of amendments requires a two-thirds majority of **those voting** and subsequent endorsement by the President and the Board of Trustees. No amendment to this Constitution shall be in disagreement with the Institute's Acts of Incorporation or the Institute **by-laws**.

G. The Faculty Handbook shall be the Rules and Regulations of the faculty. The Handbook shall be reviewed annually. Handbook revisions require a majority vote of the Faculty Senate, approval of the Provost, **and approval by** the President **and the Board of Trustees**.

VII. General Faculty Meetings

Issues of importance to the general faculty should be brought before the faculty at a general meeting. The Executive Committee shall call a ~~regular meeting of the~~ general faculty **meeting** each Fall and Spring. An agenda for ~~the a regular~~ meeting shall be prepared by the Executive Committee, with the advice of the Senate, and distributed to the faculty one week before the meeting. Each meeting shall include a report from the President of the Senate on Senate business. A quorum for the meetings shall consist of **1/6** of the **tenured and tenure-track tenure** faculty. **Any resolution advanced to the administration and the Board of Trustees as a result of a vote conducted at a general faculty meeting shall be based on an affirmative vote of the tenured and tenure-track faculty.**

For the Fall general faculty meeting, the President of Rensselaer Polytechnic Institute shall be invited to speak. The Spring general faculty meeting shall include a report from the Provost. Minutes of the general faculty meetings will be approved by the Faculty

the signatures of 1/15 of the Faculty.

Senate for accuracy and distributed with **the** Faculty Senate minutes.

Issues of pressing importance can be brought before a special meeting of the general faculty. Special meetings of the faculty can be called **by the President, the Provost**, the Executive Committee, by a majority vote of the Senate, or by petition from the general faculty with the signatures of **1/10** of the faculty.