



## **Constitution of the LSU Shreveport**

### **Faculty Senate and Council**

#### **ARTICLE I-NATURE AND FUNCTIONS**

Section 1: The Faculty Council is a non-administrative body that consists of all full-time, tenure-track and non-tenure track, faculty. The Faculty Senate represents the Faculty Council and consists of members of the Faculty Council duly elected in accordance with the provisions of this Constitution.

Section 2: The Faculty Senate shall possess all of the powers conferred upon the Faculty Council by regulations of the LSU Board of Supervisors and shall exercise such powers in a manner consistent with the stated expressions of policy of the Faculty Council. The Senate shall represent the Faculty Council and exercise such powers in all matters and shall be deemed to voice the policies, opinions, and sentiments of the Faculty Council on any matter within its jurisdiction.

Section 3: The Senate shall consider any matter within its jurisdiction on its own initiative or which is brought to its attention by University administration, a Senate member, or at the request of the Faculty Council.

Section 4: The Senate shall maintain liaison with all other segments of the University community and with other interested groups and individuals.

Section 5: The Senate shall present a report of its activities and actions to the Faculty Council at each regular meeting of the Council and at which other time or times as the Faculty Council shall by resolution provide.

Section 6: The Faculty Council may, by vote of a majority of those present and voting, review modify, overrule, or otherwise deal with any action taken by the Faculty Senate. Upon written request of a majority of the Senate, any pending matters may be referred to the Faculty Council for final action. Written is defined as any hard copy or digital message transmission.

Section 7: There shall be no provision for proxy votes.

#### **ARTICLE II-MEMBERSHIP**

Section 1: Members of the Faculty Senate shall be elected by their respective College faculties on the basis of one senator elected to the Faculty Senate for every nine-full-time faculty members in that College and one senator from the Library. The Dean of each College, or the Dean's designee, shall be in charge of elections of Faculty Senate members in each College.

Section 2: The allocation of the number of representatives from each College shall be determined by a faculty head count to be taken in March of each academic year.

A. The Policy and Personnel Committee of the Faculty Senate will be responsible for determining the precise allocation of faculty representatives from each College.

B. Any disputes arising from such allocation shall be determined by the existing Faculty Senate.

Section 3: All members of the Faculty Council shall be eligible for election to the Faculty Senate. In the event that any member of the Senate shall resign membership in the Faculty Council or resign from the Senate, the seat shall be declared vacant and appropriate steps shall be taken under the provisions of this Constitution. The Executive Committee may declare a seat vacant in the event of three undeclared absences per academic year.

Section 4: The term of office of members of the Faculty Senate shall be three years. Members elected to fill unexpired terms shall serve until the expiration of such period. Terms of office shall begin on the first regular class day of the fall semester.

Section 5: Members of the Faculty Senate will be limited to no more than two consecutive terms (six years) of continuous service.

Section 6: The Vice Chancellor for Academic Affairs or his/her designee shall be invited to attend all meetings of the Faculty Senate as a resource and discussant in Senate proceedings, although he/she may not vote unless voting as an elected member of that Senate.

### **ARTICLE III-ELECTION OF MEMBERS**

Section 1: The procedures for nomination and election of members of the Faculty Senate shall be administered by the Faculty Senate Policy and Personnel Committee. All disputes arising out of the nomination or election of members shall be determined by majority vote of the Faculty Senate Policy and Personnel Committee.

Section 2: The election of members of the Faculty Senate shall be conducted during the month of April in each year, with one-third of the membership to be elected each year. The Faculty Senate Policy and Personnel Committee shall determine the method of nomination and election of the members of the Faculty Senate, provided, however, that each member of the Faculty Council shall at all times be entitled to nominate candidates and to vote for each Senate seat allocated to that member's College.

Section 3: The names of all persons elected to the Faculty Senate, together with their College affiliation, shall be distributed campus-wide.

Section 4: The election of members of the Faculty Senate will be scheduled for April with the elected Senators taking office at the beginning of the following Fall Semester.

### **ARTICLE IV-OFFICERS**

Section 1: The Faculty Senate shall elect from its membership a president, a vice-president, a secretary, and a parliamentarian. Officers of the Senate shall serve for a term of one year. The Senate shall enact procedures for the nomination and election of its officers.

Section 2: The Faculty Senate may create such additional offices as may be deemed necessary or desirable.

### **ARTICLE V-MEETINGS**

Section 1: The Faculty Senate shall hold monthly meetings during the period from September through May except for the month in which Faculty Council meets.

Section 2: Special meetings of the Faculty Senate may be called at any time by the president of the Senate. They shall also be called by the president upon the written request of fifty percent of the members of the Senate.

Section 3: Fifty percent of the authorized membership of the Senate shall constitute a quorum for the transaction of business of the Senate.

Section 4: The secretary of the Faculty Senate shall record minutes of the proceedings at all meetings. The minutes of the meetings of the Faculty Senate shall be available for inspection upon request by any member of the Faculty Council. The secretary of the Faculty Senate shall circulate to all members of the Faculty Council the minutes of each meeting of the Faculty Senate within ten working days of that meeting.

Section 5: No action will be taken on any item at either a regular or special meeting of the Faculty Senate that has not previously appeared on an agenda of the Faculty Senate, circulated at least five working days in advance to all members of the Faculty Senate.

Section 6: Meetings of the Faculty Senate shall be open to all members of the Faculty Council and they shall be eligible to speak at Faculty Senate meetings, provided their topic of discussion is contained in the meeting agenda and they secure permission from the presiding officer to address that issue from the floor.

Section 7: Faculty Council shall meet at least once each academic year at the call of the Faculty Senate President as chair or of the Chancellor of the campus, or upon the written request of fifty members or twenty percent of the membership, whichever is the smaller number.

## **ARTICLE VI-COMMITTEES**

Section 1: There shall be an Executive Committee of the Faculty Senate composed of the president, vice-president, secretary, parliamentarian, and two other members elected by the Senate. During any given year, not more than two of the six members of the Executive Committee may be from those members of the Faculty Senate representing the same College.

Section 2: Standing committees of the Faculty Senate are described in the by-laws of the Faculty Senate, Article VIII, and include the following: Admissions and Standards, Courses and Curricula, Faculty Research and Development, Instruction and Professional Development, Library, Policy and Personnel, Student Affairs, and Student Conduct Board.

Section 3: The Faculty Senate shall have special committees as may from time to time be created by the Executive Committee of the Faculty Senate, or by action of the Faculty Senate.

Section 4: The Executive Committee of the Faculty Senate shall appoint all members of special committees.

Section 5: Any member of the Faculty Council, Administrative Council, Council of Academic Deans, and the student body is eligible for appointment to any special committee of the Faculty Senate.

## **ARTICLE VII-AMENDMENTS**

Section 1: Amendments to this Constitution may be proposed by the Faculty Senate or by any member of the Faculty Council.

Section 2: A proposed Amendment must be distributed in writing to all members of the Faculty Council at least five academic working days prior to consideration and discussion at a Faculty Council meeting.

Section 3: Once a proposed Amendment has been approved by the Faculty Senate, it will be distributed in writing to all members of the Faculty Council at least five working days prior to a duly authorized Faculty Council meeting (either regular or special). Following consideration and discussion by the Faculty Council, it may, upon motion, be brought to a vote for approval or rejection.

Section 4: The Constitution shall be amended after receiving a two-thirds vote of the voting membership of the Faculty Council present and voting at a duly constituted regular or special meeting.

## **ARTICLE VIII-EFFECTIVE DATE**

Amendments to the Constitution shall become effective immediately upon adoption by the Faculty Council.

Last revised May 11, 2023