

PROCEDURE LIT.1.13.01
FACULTY SENATE

SCOPE: Faculty

1. **Purpose and Scope.** This document establishes procedures for creating and changing a faculty senate consistent with state law and Texas State University System (TSUS) Rules and Regulations.
2. **Role and Authority of the Faculty Senate.**
 - 2.1. **Exclusive power to establish the Faculty Senate.** Only the TSUS Board of Regents may establish a faculty senate at Lamar Institute of Technology (LIT), consistent with these procedures, the TSUS Rules and Regulations, and applicable state law.
 - 2.2. **Advisory role.** The Faculty Senate represents the entire faculty of LIT and shall advise LIT and, where applicable, the TSUS Administration regarding matters related to the general welfare of LIT. The Faculty Senate is an advisory body only and may not be delegated the final decision-making authority on any matter.
 - 2.3. **Committees.** The Faculty Senate may establish standing or ad hoc committees to advise the administration on particular matters relating to the general welfare of LIT. Such committees shall be comprised of sitting faculty senators and are established subject to the authority of the Faculty Senate's presiding officer. Such committees are advisory only, and no proposal or recommendation by a committee is binding on the administration.
 - 2.4. **Rules.** The Faculty Senate shall adopt rules for establishing a quorum. The Faculty Senate may adopt other procedural rules, consistent with LIT policies and procedures, the TSUS Rules and Regulations, and state law, to govern the conduct of its meetings and other authorized activities of the Faculty Senate.
 - 2.5. **Limitations.** The Faculty Senate may not issue any statement or publish a report using LIT or The TSUS official seal, trademark, or resources funded by LIT or System on any matter not directly related to the Faculty Senate's duties to advise the administration.
 - 2.6. **Shared Governance.** The Faculty Senate operates within the framework of shared governance, as defined by Texas law. Shared governance structures may not be used to obstruct, delay, or undermine necessary institutional reforms or serve as a mechanism for advancing ideological or political agendas.
 - 2.7. **Exclusions.** Under Texas law, the provisions of Chapter 2110 of the Texas Government Code regarding state agency advisory committees do not apply to a Faculty Senate established by the TSUS Board of Regents.

- 2.8. ***Freedom of Association.*** Nothing in this procedure shall be construed to limit a faculty member from exercising his/her right to freedom of association protected by the United States Constitution or the Texas Constitution.

3. ***Creating and Changing the Faculty Senate***

3.1. ***Membership.***

3.1.1. *Eligibility.* Full-time faculty are eligible to serve on the Faculty Senate.

3.1.2. *Service.* Service on the Faculty Senate is an additional duty of the faculty member's employment. Members of the Faculty Senate are not entitled to compensation or reimbursement of expenses for their role as senators unless the expense is on behalf of and approved by LIT.

3.1.3. *Selection of Members.*

3.1.3.1. The Faculty Senate will consist of not more than sixty (60) members.

3.1.3.2. Each academic department shall be represented by a minimum of two members.

3.1.3.2.1. The President shall appoint one faculty member from each academic department.

3.1.3.2.2. Each academic department shall elect one faculty member by a vote of the faculty of the member's respective department.

3.1.4. *Removal or Resignation of Members.*

3.1.4.1. A member may be immediately removed from the senate for:

3.1.4.1.1. Failing to conduct the member's responsibilities within the senate's parameters;

3.1.4.1.2. Failing to attend senate meetings; or

3.1.4.1.3. Engaging in other similar misconduct.

3.1.4.2. A member may be removed on recommendation of the provost and approval by the president.

3.1.4.3. In the event a member appointed by the president is removed or resigns, the president shall appoint a new member from that member's academic department.

3.1.4.4. In the event an elected member is removed or resigns, the respective academic department may choose to have a special election to fill the vacant position for the remainder of the member's original term.

3.2. Officers.

3.2.1. *President appoints officers.* The president shall appoint a presiding officer, associate presiding officer, and secretary from the members of the Faculty Senate.

3.2.2. *Presiding Officer.* The presiding officer shall preside over meetings of the Faculty Senate and represents the Faculty Senate in official communications with LIT and System administration.

3.3. Meetings.

3.3.1. *Open meetings.* The Faculty Senate shall conduct meetings at which a quorum is present in a location and manner that is open to the public and in accordance with LIT policies and procedures.

3.3.2. *Meeting notice and agenda.* The Faculty Senate must post on LIT's website, at a URL designated by LIT, not later than the seventh day before a Faculty Senate meeting:

3.3.2.1. The date, time, location, and link to the live URL video feed of the meeting;

3.3.2.2. An agenda for the meeting with sufficient detail to indicate the items that are to be discussed or that will be subject to a vote; and

3.3.2.3. Any curriculum proposals reviewed by the Faculty Senate that will be discussed or voted on at the meeting.

3.3.3. *Live broadcast.* The Faculty Senate shall broadcast over the internet, at a URL designated by LIT, live video and audio of each Faculty Senate meeting if more than fifty percent of the members are in attendance.

3.3.4. *Meeting Archives.* The Faculty Senate shall maintain an archive of its meeting agendas, recorded video, and minutes on LIT's website and in accordance with the college's record retention policy.

3.3.5. *Attendance Recorded.* The names of the members in attendance must be recorded at a meeting in which the Faculty Senate conducts business related to:

3.3.5.1. A vote of no confidence regarding an LIT or System administrator; or

3.3.5.2. Policies related to curriculum and academic standards.

3.4. Review and Responsibility

3.4.1. *Review Schedule.* These procedures will be reviewed every three years on or before the date the policy was last revised and/or approved.

3.4.2. *Responsible Party.* The Faculty Senate and Provost/Vice President for Instruction and Student Services are responsible for these procedures.

Related Policies: LIT.1.13 Shared Governance

Relevant Forms/Documents:

Relevant TSUS Policies/Forms/Documents: TSUS Rules and Regulations, Chapter V. Component Employees, Section 4 Faculty, Subsections 4.10-4.13

Relevant Statutes: Texas Education Code 51.3522 Faculty Council or Senate, Texas Education Code 51.3523 Shared Governance

Relevant SACSOC Standards: 5.2.a CEO Control, 10.4 Academic Governance

Document History:

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