

Constitution of the Faculty Senate of Arkansas State University Mid-South

**Adopted January 18, 2000
Revised May 11, 2016**

Article I Name of Organization

Section 1

This organization shall be known as the Faculty Senate of Arkansas State University Mid-South.

Article II Purpose

Section 1

The purpose of the Faculty Senate is to be a forum that supports the mission of the College and provides a means for instructors of Arkansas State University Mid-South to take an active role in improving student learning and shared governance.

The Senate shall serve in an advisory capacity and report directly to the senior academic officer.

Article III Membership

Section 1

All personnel who teach during the academic year are eligible to make up the Senate Faculty membership. Members may vote only during the semester they teach.

A quorum shall be established when there is a minimum of ten voting members present.

Article IV Officers

Section 1

The President, Vice-President, Secretary, and Parliamentarian, elected from the full-time faculty membership, shall be the Faculty Senate officers. These officers shall serve one-year terms and can succeed themselves. New officers shall be elected each May.

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Section 2

Duties of the Parliamentarian include attending the meetings and serving as advisor on parliamentary procedures. Questions of constitutionality and parliamentary procedure shall be referred to the Parliamentarian, whose ruling shall stand unless overruled by two-thirds vote of those present.

Section 3

Any officer of the Senate may be removed from office by a recall election.

Section 4

If any office position becomes vacant, the senate membership shall elect a person from the full-time faculty to fill the unexpired term. If the office of President becomes vacant the Vice President may succeed the President and may stand for re-election if the unexpired term is less than sixteen (16) weeks.

ARTICLE V MEETINGS

Section 1

The President of the Faculty Senate shall set the date and time for the Senate meetings. The Senate shall meet at least one time each semester, and the time and place shall be announced at least two days prior to the meeting via e-mail. Additional meetings may be scheduled by the President as needed and/or after receiving a written request.

Section 2

All meetings shall be governed by ROBERT'S RULES OF ORDER. Minutes of all meetings shall be kept by the Secretary, and a copy of the minutes shall be furnished to all Senate members and the senior academic advisor.

ARTICLE VI ELECTIONS

Section I

Each election for officers shall be scheduled no later than the first week of May. The President of the Faculty Senate shall call a meeting, for the purpose of nominating officers as close to April 15, as practicable. At a scheduled meeting, at least one (1) week prior to the scheduled election day, the President shall announce the names of the nominees for each office. Nominees for each office shall be slated for election at a meeting scheduled no later than first week of May. Only members with teaching responsibilities during the spring semester shall cast votes for Faculty Senate officers. Elected officers shall take office the day following the election.

Section 2

Election of officers shall be determined by a majority of vote cast by secret ballot. Absentee Ballot votes will be kept confidential.

Section 3

Members who qualify to vote by Absentee Ballot must contact the secretary of the Faculty Senate one week prior to elections to receive a ballot form.

Each faculty member voting by Absentee Ballot Form must vote for only one nominee for each office and place the ballot into a sealed envelope. All Absentee Ballot Forms shall be turned over to the Faculty Senate President or his/her designated representative at least 24 hours prior to the election. At the time that ballots from the Election Meeting are counted, all envelopes shall be opened and the ballots tallied in the same manner as those ballots cast during the meeting. No envelope shall contain more than one ballot.

Nominees must receive a majority vote from the quorum to be elected for a Faculty Senate office.

A Faculty Senate member may cast an Absentee Ballot Form for the election of Faculty Senate officers under the following circumstances:

1. personal or family illness or injury
2. medical appointments
3. professional development activities approved by Arkansas State University Mid-South
4. court appointments or jury duty
5. classes scheduled at the same time as the election

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All absentee ballots must be completed at least 24 hours prior to the election.

Any ballot not meeting the above conditions shall not be considered valid and shall be null and void.

ARTICLE VII RECALL ELECTIONS

Section 1

Any officer may be removed from office by a recall election. Officers may be removed from office for failing to attend two consecutive meetings without just cause. To be effective, the proposed resolution must:

1. Be recommended by at least ten percent of the Faculty Senate.
2. Be submitted in writing to the Faculty Senate membership at least ten (10) days before the meeting at which it is to be considered.
3. Be approved by a two-thirds majority vote of the Senate members present at the next meeting.
4. Upon approval of the resolution, the Faculty Senate membership shall elect a member to fill the vacancy.

ARTICLE VIII FACULTY SENATE REFERENDUM TO THE CONSTITUTION

Section 1

A referendum on any issue of importance to the faculty of Arkansas State University Mid-South may be held in the following manner:

1. Any faculty Senate member may initiate a referendum by appearing before the Faculty Senate to explain the issue and to request a referendum on that issue. The referendum must be approved by a majority vote of the Senate.
2. The referendum shall be distributed in writing to all Faculty Senate members at least three (3) days prior to the voting.
3. Voting shall occur during the Faculty Senate meeting, and each eligible member shall indicate his/her vote upon a Ballot form.

No member may cast more than one ballot. The ballots shall be tallied by the Faculty Senate officers, and the referendum shall be considered valid when a majority of all Faculty Senate members have cast a yes vote. The issue must receive a majority vote for the referendum to pass.

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ARTICLE IX DISSOLUTION OF THE FACULTY SENATE

Section 1

Dissolution of the Faculty Senate or any standing committee can only be enacted by two-thirds majority vote of all Faculty Senate members.

ARTICLE X COMMITTEES

Section 1

The Faculty Senate maintains the ability to set up ad hoc committees as needed.

LEARNING COUNCIL COMMITTEE

This committee has been established by the Faculty Senate as an ad hoc committee.