CHAPTER 1
THE UNIVERSITY FACULTY AND THE FACULTY SENATE

1.01 Definition of Faculty and Voting Rights
(1) (a) The University Faculty consists of the Chancellor, professors, associate professors, assistant professors, instructors in an academic department or its functional equivalent.

(b) The foregoing does not deny University Faculty status to any person holding same previous to July 1, 1964. By action of the faculty senate and the chancellor, members of the academic staff may be designated as having faculty status. Faculty status means the right to participate in faculty governance of the University. Faculty status does not confer rank or tenure, or convert an academic staff appointment into a faculty appointment.

(2) (a) Only persons having faculty appointments or faculty status as designated in 1.01 (1) may vote. Other academic staff may attend and speak.

(b) By a majority vote of those present and voting, any matter properly brought before the faculty meeting may be referred to all faculty eligible to attend and vote, for a mail ballot. Such ballot shall be prepared and distributed by the Secretary of the University who shall be responsible for the counting of votes. Unless specified otherwise in the referring motion, such mail ballots must be received by the Secretary of the University within seven working days of initial distribution to be counted as valid.

(3) Military officers in ROTC have academic rank in the University Faculty, without tenure, as follows:
   Commandant  . . . . . . . . . . . . Professor
   Colonel  . . . . . . . . . . . . Professor
   Lieutenant Colonel  . . . . . . . Associate Professor
   Major or Captain  . . . . . . . Assistant Professor
   First Lieutenant or
   Second Lieutenant  . . . . . . . Instructor

1.02 Powers and Jurisdiction of the University Faculty.
(1) The University Faculty has charge of all educational matters which concern more than one college, school or division, or which are otherwise of general interest.
(2) The University Faculty may adopt rules and regulations for the conduct of its proceedings.
(3) The University Faculty may create committees and adopt rules and regulations for their operation.
(4) The University Faculty may delegate functional authority and responsibility to committees, other groups, or administrative offices; however, such bodies or offices are accountable to the University Faculty which retains primary responsibilities for academic and educational activities and faculty personnel matters.
(5) Among the matters within the jurisdiction of the University Faculty are the following:
   (a) Questions concerning the educational interest or educational policies of UWM. The University Faculty has general charge of those questions of scholarship which pertain to more than one college, school, or division, and may make needful rules relating to scholarship and the enforcement of student discipline.
   (b) Requirements for admission to and graduation from any part of UWM and the title of the degree to be conferred upon the completion of any course of study. When a college, school, or division faculty has taken action with respect to these academic matters, these actions must be approved by the University Faculty before they become effective.
   (c) Establishment of procedural rules and recommendation of candidates for honorary degrees for submission to the Board of Regents.
   (d) Commencement exercises and honors convocations.
   (e) Regulation of student academic and educational affairs.
(6) If there is a conflict of jurisdiction between the University Faculty and the faculty of any college, school, or division, the decision rests with the University Faculty. Questions of jurisdictional conflict not resolved by the Faculty meeting as a body are reviewed by the University Committee, which makes recommendations to the University Faculty concerning resolution of such questions.
(7) The enumeration made in this Section is only illustrative of the nature of the powers and jurisdiction of the University Faculty, and is not to be construed as limiting.

1.03 Meetings of the University Faculty.
(1) Meetings of the University Faculty are held on the Thursday of the second week of classes during each semester at 3:30 P.M. Faculty meetings adjourn at 5:00 p.m. In exceptional circumstances, the date and time of the meeting may be changed at the discretion of the Chancellor with the approval of the Faculty Senate Calendar Committee. The first regular meeting will include reports and discussion concerning the state of the university. The second regular meeting will include nominations to the Nominations Committee and faculty recommendations for honorary degrees.
(2) Special meetings of the University Faculty are held at the
call of the Chancellor, at the request of any two deans, or
on written petition to the Secretary of the University of
any twenty-five members of the University Faculty. A quorum
of 15% of the voting faculty members as of October 1 of the
current academic year is required for any special meeting.
(3) The University Faculty may meet in executive session where
in conformity with state law.

1.04 Conduct of University Faculty Business.
(1) The Chancellor is the presiding officer of the University
Faculty. If the Chancellor is absent, the Vice Chancellor
serves as the presiding officer. In the absence of both
the Chancellor and Vice Chancellor, a dean selected by the
Chancellor shall serve as the presiding officer.
procedure in meetings of the University Faculty, except
as they may conflict with special rules which the Faculty
may adopt. The Chancellor, in consultation with the Nomina-
tions Committee, annually appoints a parliamentarian.
(3) At any meeting of the University Faculty, time may be set
aside (as provided in 1.04(4)) for the University Faculty
to meet as a Committee of the Whole for the discussion of
matters of general interest. The University Committee has
the responsibility of preparing the agenda for such meetings
of the Committee of the Whole, over which the Chairman of
the University Committee presides.
(4) (a) The Faculty Senate Calendar Committee, to be elected
annually, serves as the Calendar Committee of the
Faculty. The Faculty Senate Calendar Committee shall
prepare the calendar for the regular faculty meetings,
and for special meetings of that body, as may be
called.
(b) Any member of the University Faculty may propose a
matter for consideration at any regular meeting of
the Faculty by submitting it to the Secretary of the
University no later than two weeks before the meeting.
The calendar for a special meeting of the University
Faculty is prepared as far as possible in advance of
such meeting. To be considered for inclusion on the
calendar of a Faculty meeting, proposals must be
submitted in writing and accompanied by reports or
statements which the Faculty Senate Calendar Committee
deems necessary for an understanding of the proposed
business.
(c) A matter not on the calendar of a Faculty meeting may
be considered at that meeting only by the unanimous
consent of those present and voting. A motion to place
upon the calendar any matter omitted from it may be
made at any meeting of the University Faculty, and, if
such motion is passed, the matter shall go upon the
calendar for the next regular meeting of the University
Faculty.
(d) The calendar for any regular meeting is published by the Office of the Secretary of the University and is made available to the University Faculty at least one week prior to regular faculty meetings and as far in advance as possible for special faculty meetings.

(5) (a) The Faculty Senate Calendar Committee may put at the head of business for any University Faculty meeting any administrative actions or informational reports of any Faculty committee, or of any college, school, or division of UWM that may appear to be suitable for passage by "automatic consent."

(b) Any member of the University Faculty may call up and debate any matter recommended for automatic passage.

(6) The Secretary of the University prepares the minutes of each faculty meeting and makes them available to the University Faculty. The minutes stand approved under the rule for automatic consent, unless the faculty otherwise determines at the next regular meeting.

(7) Documents which are attached to the calendar of any meeting are given identifying numbers.

(8) Business of a confidential nature, such as a report of the Honorary Degrees Committee, is so indicated on the calendar and in the distributed minutes by title or other brief form, and is explained on the floor.

1.05 Faculty Senate. There shall be a Faculty Senate representative of the University Faculty. The Faculty Senate holds jurisdiction and powers of the Faculty between meetings of the Faculty, except that the Faculty Senate may not amend any portion of Chapter 1. Unless otherwise specified by the Faculty, the Faculty Senate operates under the same rules and procedures prescribed for meetings of the University Faculty. Changes in the provisions relating to the Faculty Senate must be approved by the University Faculty.

1.06 Membership and Structure of the Faculty Senate.

(1) The Faculty Senate consists of the University Committee and 40 additional elected members, except as additional membership may be provided under 1.06(4). The University Committee serves as the executive committee of the Faculty Senate.

(2) Members of the Faculty Senate are elected at large by the University Faculty. Representation is apportioned among the various faculty divisions of the University on the basis of the number of faculty members in each. The University Committee makes an annual review of representation and provides for necessary adjustments in the next election.

(3) Members are elected for three-year terms, and no member serves more than two consecutive terms of portions thereof. The term of office begins the first week of instruction in each academic year. One-third of the Faculty Senate members are elected for three-year terms annually. The Nominations Committee prepares the slate of nominees.
(4) Should the elections result in having no candidate from a college or school among the forty candidates receiving the greatest number of votes, then the candidate from that college or school with the greatest number of votes shall be deemed elected for a one-year term as an additional member authorized by 1.06(1). Should the elections result in having less than two candidates who are assistant professors or instructors among the winning candidates from each of the various divisions of the University, then the two assistant professors or instructors from that faculty division with the greatest number of votes shall be deemed elected for a one-year term as additional members authorized by 1.06(1).

(5) Faculty Senate attendance shall be published by the Secretary of the University in the calendar of the two regular meetings of the Faculty. The Faculty Senate has the authority to declare vacant the seats of those senators who fail to attend three consecutive regular meetings.

(6) If a vacancy occurs in the Faculty Senate:
   (a) There is an election for the unexpired term either at the next regular Faculty election or at a special election called by the Faculty Senate.
   (b) Persons to fill unexpired terms in the Faculty Senate are elected in such a way that the distribution specified in 1.06(2) is preserved.

(7) The Faculty Senate shall not have among its members any member of the administrative academic staff of the University.

1.07 Meetings of the Faculty Senate.
(1) Regular meetings of the Faculty Senate are held on the third Thursday of each month of the academic year at 3:30 P.M., except that the May meeting of the Faculty Senate is held on the first Thursday of that month at 3:30 P.M. The Faculty Senate may schedule additional meetings as necessary.

(2) The Chancellor presides over meetings of the Faculty Senate. If the Chancellor is absent, the president pro tem of the Senate serves as the presiding officer. If the president pro tem is absent then the member of the University Committee having seniority of service, as determined by the University Committee, shall preside. The Faculty Senate elects from its Executive Committee the president pro tem.

(3) The Calendar of a Faculty Senate meeting is prepared by the Faculty Senate Calendar Committee. The Calendar Committee consists of the president pro tem as chairman and five Faculty Senate members elected by the Faculty Senate and the Chancellor ex-officio. Calendar Committee members are elected at the final meeting of the Faculty Senate during the academic year to serve during the ensuing academic year. Additional items may be added to the calendar at Faculty Senate meetings upon two-thirds vote of the entire membership of the Senate.

(4) All members of the Faculty Senate are to receive copies of the calendars and minutes of Faculty Senate meetings. Non-senators may, upon request, receive copies of the calendars and minutes, may attend meetings and upon
recognition by the presiding officer, may speak. The presiding officer may indicate a time limit on such recognition.

(5) A quorum consists of a majority of the total membership of the Faculty Senate. An attendance record of members of the Faculty Senate shall be kept by the Secretary of the University.

(6) The final action on each document before the Faculty Senate shall be recorded, in the minutes, indicating the names of those voting affirmatively, those voting negatively, and those abstaining.

(7) Each agenda for a Faculty Senate meeting shall contain a section identified "Chancellor's Report" in which the Chancellor reports on his/her action(s) taken or action(s) under consideration concerning legislation enacted by the Senate at previous Senate meetings.

1.08 Relationship to University Faculty.
(1) The Faculty Senate shall submit a report of its actions at each regular meeting of the University Faculty. The report shall be considered as automatic consent business unless a majority of the Faculty Senate votes to present its report or portions thereof to the Faculty for action thereon.

(2) Upon written petition to the Secretary of the University of any twenty-five members of the University Faculty, any action of the Faculty Senate may be appealed to a regular or special meeting of the Faculty. Any matters subject to such appeal shall have priority in the preparation of the calendar of the regular or special meeting.

1.09 Procedures for Implementing Faculty Actions.
(1) Subject to the limitations of Wisconsin statutes and the policies of the Board of Regents, formal actions taken by the University Faculty or its Senate become University policy to be implemented by appropriate authorities within thirty days after they have been transmitted to the Chancellor by the Secretary of the University.

(2) The Chancellor may delay implementation of any faculty action or part thereof beyond the thirty day period by notifying the University Committee, within that period, of his/her intention and the reasons therefor.

1.10 Secretary of the University.
The Secretary of the University - UWM shall assist the Chancellor and the University Committee in the implementation of university governance. The duties of the Secretary include but are not limited to: The Secretary serves as recording officer for UWM Faculty and UWM Faculty Senate. The Secretary is responsible for: conducting faculty elections, committee membership organization in accordance with UWM Regulations; organization of commencements; assignment of classrooms, and support of various committees designated by the Chancellor. The Secretary shall be appointed by the Chancellor on the advice of the University Committee. The Secretary shall be a member of the faculty with the same rights and duties as other members of the faculty.