

CONSTITUTION OF THE FACULTY CONGRESS

PURPOSE

The Faculty Congress is an organization constituted by the faculty of Villanova University for the purposes of discussing all matters of interest to the faculty and, where appropriate, passing resolutions expressing its opinion on such matters.

While resolutions may be sent to any Administrative Officer, the Faculty Congress has a direct consultative line to the Vice President for Academic Affairs.

In representing the interests of the faculty, the Faculty Congress will be responsible for coordinating the activities of the faculty representatives on the University Senate, the Academic Policy Committee, and the Committee on Faculty. Those representatives, in turn, will advise the Faculty Congress on relevant matters which come before the governance bodies on which they serve.

MEMBERSHIP OF FACULTY CONGRESS

Faculty are selected for membership on the Faculty Congress by constituencies within the University. This guarantees that every constituency is represented in it. The Congress consists of a maximum of forty members as follows:

- 14 faculty from Committee on Faculty
- 16 faculty from Academic Policy Committee
- 2 Adjunct faculty
- 1 Retired faculty
- 7 faculty elected at-large from the University

40 total members

The term of office will be two years with no limit on the number of consecutive terms which may be served.

The existing organizations representing the retired faculty and the adjunct faculty will determine the procedures for the selection of their representatives on the Faculty Congress. The minimum qualifications for the members shall be the rank of assistant professor, and three years of service to the University. Voting for these representatives will be done by full-time faculty in elections held in the Spring term, with terms of office beginning May 1. A majority of the votes cast shall be necessary to win.

OFFICERS OF FACULTY CONGRESS

The Faculty Congress shall have a Chair, Vice-Chair, Secretary, and Treasurer selected by the entire membership of the Faculty Congress.

MEETINGS

The Faculty Congress shall meet at least two times each semester. Additional meetings may be called at the discretion of the Executive Committee, and must be called if petitioned by at least one-third of the membership of the Faculty Congress stating the reason for their petition, or by 50 full-time faculty by written petition.

The regular meetings of the Faculty Congress shall be open to the University Community and minutes of those proceedings shall be published. The right of public participation by all faculty members is guaranteed and time will be allotted at each regular meeting of the Faculty Congress for this purpose. However, no action may be taken on an issue raised during the public participation time unless it has been previously advertised in the agenda unless delay would render the issue moot.

Nothing in this Constitution shall be taken to preclude the formation or functioning of other faculty organizations, or to inhibit the operation of other faculty bodies of the University.

STANDING COMMITTEES

Executive Committee

The Faculty Congress shall have an Executive Committee consisting of the Chair, Vice Chair, Secretary, and Treasurer of the Faculty Congress, and five other members of the Faculty Congress (one of which must be adjunct), all elected for two-year terms by the membership. At least one of these nine members must also be a member of the Academic Policy Committee. In addition, the Chairs of the University Senate and the Committee on Faculty will be ex-officio voting members. [Total membership = 11]

The Executive Committee shall act for the Faculty Congress on those matters requiring attention between meetings of the Faculty Congress.

Elections and Credentials Committee

This committee shall have authority to administer the elections for the at-large members of the Faculty Congress, the faculty representatives on the University Senate, the Academic Policy Committee, and the Committee on Faculty. It shall also solicit nominees for the appointed faculty members to all relevant University Senate committees and present those nominees to the Executive Committee of the Faculty Congress which will, in turn, select a nominee for each committee seat. The names of those nominees will be transmitted to the Executive Committee of the University Senate which is responsible for making the appointment. This committee will also present to the Executive Committee recommendations for the filling of any vacancies which may occur in the governance bodies listed above in this paragraph.

In order to ensure fairness, no one will be permitted to participate in administering an election in which they, themselves, are a candidate. If necessary, faculty not members of the Faculty Congress, may be invited to assist the committee. It will have five members appointed by the Chair of the Faculty Congress.

Salary, Benefits, and Terms and Conditions of Employment Committee

This committee shall consist of the Vice-Chair of the Faculty Congress plus four persons appointed by the Chair of the Faculty Congress. In order to seek expert advice, not all members of the committee need be members of the Faculty Congress. The committee will be chaired by the Vice-Chair of the Faculty Congress. It shall prepare an annual written report on the state of all aspects of faculty salary, benefits, and terms and conditions of employment, to be delivered in a timely manner to the Faculty Congress and the Committee on Faculty.

Committee on Faculty

The Committee on Faculty shall have a dual function as a committee of the Faculty Congress and a committee of the University Senate. It shall have authority to formulate recommendations in all faculty matters.

It shall have the responsibility of recommending faculty representatives to all committees of the Board of Trustees which include faculty in their membership.

The Committee on Faculty shall consist of fourteen elected faculty members (five of whom are also University senators and one of whom shall be the vice chair of the Faculty Congress ex officio). The committee shall elect its chairperson. The Vice President for Academic Affairs sits ex officio on this committee only when it acts in its capacity as a University Senate committee.

Academic Policy Committee

The Academic Policy Committee of the Faculty Congress shall consist of the sixteen faculty (six of whom are also University Senators) who are members of the Academic Policy Committee of the University Senate. The committee shall elect its chair.

This committee shall have authority to recommend policy to the Faculty Congress in major academic matters significantly affecting more than one college of the University and significantly affecting the faculty of Villanova University as a whole.

AMENDMENTS

Amendments to this Constitution may be proposed by any Faculty Congress member. Ratification of any amendment requires approval by at least two-thirds of the entire membership of the Faculty Congress followed by approval in a referendum of at least two-thirds of the ballots cast by all full-time faculty, and those adjunct faculty who have completed at least five years teaching at Villanova.

ADOPTION

This Constitution will become effective when approved by at least two-thirds of the entire membership of the Faculty Congress followed by approval in a referendum of at least two-thirds of the ballots cast by all full-time faculty and by those adjunct faculty who have completed at least five years teaching at Villanova.

Appendix:

- A) Committees of the Faculty Congress may invite non-voting representatives with special expertise or interests to participate in their deliberations.
- B) An ongoing activity of the Faculty Congress will be the choosing of an editor who will be responsible for the publication of the *Facultas* newsletter.
- C) The Faculty Congress may request faculty members to contribute voluntary dues to be kept in an external account of the Congress. No faculty member's right to vote, or to be a member of the Congress or its committees, or the right to public participation, shall be hindered by failure to contribute dues.