F5.1 Constitution of the Faculty Senate

F5.1.1 Preamble

Recognizing the need to involve the faculty as the university progresses toward the solution of problems and accomplishment of goals and in order for East Central University to have a continuing body to represent the faculty, the administration, and the Board of Regents of the Regional University System of Oklahoma, the faculty of East Central University hereby establishes the East Central University Faculty Association and its Senate. The faculty believes that they, together with administrators and the governing board, share the responsibility for creating and maintaining academic excellence.

F5.1.2 Article I: Faculty Association and Faculty Senate

The Faculty Senate is the body elected to represent the Faculty Association. The Faculty Association of East Central University is composed of all full-time professional employees who possess faculty rank.

F5.1.3 Article II: Purposes of the Faculty Senate

F5.1.3.1 Section I: The purposes of the Faculty Senate are

1. To advise the President regarding academic affairs and on matters affecting the welfare of the university;
2. To consider and to make recommendations on matters referred to it by any faculty member or administrator, and to initiate studies and to make recommendations on its own;
3. To recommend faculty members for university standing committees; and
4. To promote efficiency in the functioning of the university as an institution of higher learning.

F5.1.4 Article III: Membership and Representation

F5.1.4.1 Section 1

Eligibility to serve on the Faculty Senate is extended to:

1. Regular faculty members (as defined in the Faculty Handbook) who have served on the instructional faculty for a time of not fewer than two (2) consecutive years; and
2. Librarians who have served on the faculty for a time of not fewer than two (2) consecutive years.

F5.1.4.2 Section 2

Elections will be held during the month of April each year as specified in the bylaws. Terms of office begin in August. Each election unit (the professional library faculty and each school except the Graduate School) shall be represented on the Faculty Senate according to the formula, N/B in which N is the number of full-time instructional or library faculty in the unit (includes department Chairs) and B is the ratio of the number of full-time instructional and library faculty compared to 10% of that total; N and B will be recalculated every three (3) years. However, no election unit shall have fewer than one (1) Senator. The quotient N/B shall be rounded according to the Hamilton Method of Apportionment (Section F5.1.10). A committee of the Faculty Senate, with the approval of the Senate, shall be responsible for applying the formula and informing each election unit of the number of Senators allotted to it.

F5.1.5 Article IV: Election Terms, Succession, Recall, and Replacement of Senators

F5.1.5.1 Section 1
Senators shall serve 3-year terms.

F5.1.5.2 Section 2
Senators shall not serve more than two (2) consecutive terms.

F5.1.5.3 Section 3
One-third of the Senate shall be elected each year, as specified in the bylaws.

F5.1.5.4 Section 4
The procedure for the election of Senators shall be as follows:

1. The Faculty Senate shall notify the Faculty Association of the election and the number of seats to be filled in each election unit. The notification shall be given no fewer than three weeks before the date of the election.
2. The filing period shall begin upon notification of the date of the election and the number of seats to be filled in each election unit. The filing period shall end one week prior to the election. To file for office, faculty members must submit their names, in writing, to the Faculty Senate.
3. Specific rules for the conduct of elections shall be listed in the Bylaws of the Faculty Senate.
4. To be eligible for election from an election unit, candidates must be members of that unit. If a Senator changes election units during the term of office, that seat is vacated and a special election shall be held to fill the seat. The Senator shall continue to serve until a replacement is certified by the Senate.
5. The Faculty Senate shall certify the eligibility of all candidates before their names are placed on the ballot of each election unit.

F5.1.5.5 Section 5
To be elected the candidate must satisfy one of the following as applicable:

1. In the case that the number of candidates in an election unit exceeds the number of seats to be filled, the candidate must receive a majority of the votes cast;
2. In the case that the number of candidates in an election unit is no more than the number of seats to be filled, their election shall be declared.
3. If any seat is not filled in the first election in an election unit, a run-off election shall be held. The candidates in the run-off election shall be those who have received the highest number of votes up to a number of candidates equal to a total of not more than two per open seat. There may be more than two (2) candidates for each seat only if a tie vote in the last possible position results. The run-off election shall be decided by majority vote.

F5.1.5.6 Section 6
Challenges to the procedure, results, or conduct of an election may be initiated by a petition signed by at least three (3) members of the affected election unit. In the event of a challenge in any election unit, the election process shall be suspended in that unit until the challenge is resolved by the Senate.

F5.1.5.7 Section 7
Immediately upon receipt of an election challenge, the Senate President shall appoint a committee of at least four Senators to consider the challenge. One member of the committee shall be a serving Senator designated by the authors of the challenge and, when possible, one member of the committee shall be a serving Senator from the affected election unit. The Senate Vice President shall chair the committee, unless the Vice President is an affected party in the challenge, in which case the Senate President shall Chair the committee.

The committee shall be instructed to invite the authors of the challenge and any other interested parties to a hearing. At the next meeting of the Senate, the committee shall report its recommendations concerning the challenge. Statements by parties to the challenge shall also be presented, if requested by either party.

F5.1.5.8 Section 8
If an election challenge is denied by the Senate, the election shall proceed from the point in the process at which it was suspended. If the challenge preceded balloting, dated notice shall be given of a new election date seven (7) days from the date of the notice, and the election shall be held at that time.

If a challenge is sustained by the Senate, the Senate shall establish guidelines for the election to proceed.

The election of all Senators must be certified by a majority vote of the Senate.

F5.1.5.9 Section 9
Within one month of a vacancy in the Faculty Senate, the Senate shall conduct a special election among members of the affected unit to provide the replacement. The replacement Senator shall serve the remainder of the term.

F5.1.5.10 Section 10
The recall of a Senator shall be initiated for cause by the written petition of more than one-half (½) of the members of the election unit represented by the Senator and shall become effective upon the secret-ballot concurrence of more than two-thirds (⅔) of the unit members (present and voting). The Senator whose recall is being sought shall have the right to a hearing at a called meeting of the election unit prior to the recall vote. This hearing shall be called and presided over by the Senate President and such Senate officers as chosen to assist.

The recall of a Senator may also be initiated by the Senate. The only grounds for this action shall be a Senator's failure to attend Senate meetings and/or Senate committee meetings. Upon Senate majority approval of a motion to initiate recall proceedings (a recall petition), the President of the Senate shall appoint a committee which shall be instructed to invite the Senator whose recall is being sought to a hearing. At the next regular meeting of the Senate, the committee shall recommend either that the recall petition be approved or dismissed. A two-thirds (2/3) majority vote is required to declare a seat vacant.

F5.1.5.11 Section 11
All members of the regular faculty who are full-time instructional members of an election unit may vote in Senate elections (this includes librarians holding faculty rank and department Chairs).

F5.1.6 Article V: Organization of the Senate

F5.1.6.1 Section 1
At the May meeting of the Faculty Senate, the Senate shall elect the Vice President and Secretary-Treasurer to serve a term of one year. Terms commence in August. Offices other than those mentioned in this article may be established or abolished as needed.

F5.1.6.2 Section 2
Duties of the officers shall be as follows:

President: To preside over meetings, direct the selection of and/or name committees, call special meetings, represent the Faculty Senate on the Academic Affairs Council, and serve as the spokesperson for the majority opinion of the Senate to the Administration of East Central University;

Vice President: To preside in the absence of the President, assume the office of President in case of a vacancy, Chair election challenge committees as provided in Article IV, Section 7; recommend assignment to committees, and succeed to the Presidency the following year.

Secretary-Treasurer: To record and distribute copies of the minutes and to keep and maintain records of, and report all actions associated with, all funds budgeted for the operation of the Senate.

F5.1.6.3 Section 3
The removal from office for cause of an office of the Senate shall be initiated by the written petition of more than one-half (1/2) of the members of the Senate and shall become effective upon the secret-ballot concurrence of more than two-thirds (2/3) of the Senate. However, the petition for removal shall be made at least one (1) month in advance of the vote, and the officer whose removal is being sought shall be entitled to a hearing prior to the vote.

F5.1.6.4 Section 4
The Faculty Senate shall schedule regular meetings at least once a month during the academic year, and as often thereafter as the Senate President may direct. At the request of three members, the Senate President also will be required to call a meeting. The President of East Central University shall be invited to at least one (1) meeting each month. The individuals invited and the time and place of the joint meeting shall be determined by the Faculty Senate and the President of East Central University.

F5.1.6.5 Section 5
A quorum is required to transact business. More than one-half (1/2) of the elected Senators shall constitute the quorum necessary for both regular and special meetings.

F5.1.6.6 Section 6
Other organizational and operational provisions are specified in the Bylaws of the Faculty Senate.

F5.1.7 Article VI: Functions, Duties and Responsibilities of the Senate

F5.1.7.1 Section 1
The Faculty Senate shall participate in the academic policy and decision-making process at East Central University by acting as a liaison between the Faculty Association and the administration.

F5.1.7.2 Section 2
The Faculty Senate shall recommend eligible faculty members to sit on East Central University standing committees to the President of East Central University. The structure, membership, and function of each standing committee is listed in the ECU Faculty Handbook.

F5.1.7.3 Section 3
Faculty Senate standing committees appropriate to the areas of concern shall be listed in the Faculty Senate Bylaws, with the selection and/or naming of Chairs and members to be directed by the President of the Faculty Senate. Provision for the creation of special committees shall also be made in the Bylaws.

F5.1.7.4 Section 4
The Faculty Senate shall receive, review, and act upon reports, recommendations, and proposals from Faculty Senate standing and special committees, from individual Senators, and from Faculty Association members. For such reports, recommendations, and proposals to be forwarded as a written recommendation to the President of East Central University, the approval of more than one-half (1/2) of those Senators voting in a regular or special meeting shall be required.

F5.1.7.5 Section 5
The Faculty Senate shall submit its written recommendations to the President of East Central University and shall send copies of such recommendations to the Faculty Association.

F5.1.7.6 Section 6
Either the President of East Central University or the Faculty Association upon written petition of more than one-fourth (1/4) of its members, may request that a recommendation of the Faculty Senate be submitted to a vote of the Faculty Association.

Vetoed Senate recommendations are to be returned to the Senate after receipt by the President of East Central University, at which time the Senate may refer the matter to the Faculty Association by a three-quarter (3/4) vote. The Faculty Senate shall a date and time for the Faculty Association meeting. After hearing the President of East Central University or a representative discuss the basis for the veto, the Association may debate and cast a referendum vote upon the matter for the purpose of reconsideration by the President of East Central University.

F5.1.7.7 Section 7
A Faculty Senate recommendation which has been referred to the Faculty Association shall be resubmitted to the President of East Central University when approved by more than one-half (1/2) of the Faculty Association members voting.

F5.1.7.8 Section 8
The Faculty Senate requests that the President of East Central University provide a written response in a timely and appropriate fashion to each recommendation which the Senate submits.

F5.1.8 Article VII: Amendment of the Constitution

F5.1.8.1 Section 1
Amendments to this Constitution may be proposed by any member of the Faculty Association, provided such proposed amendments are presented to all faculty members and to the Senate at least thirty (30) days prior to a scheduled meeting of the entire Faculty Association. For amending the Constitution, a quorum shall consist of one-third (1/3) of the Faculty Association. After discussion at said faculty meeting, ratification shall follow if two-thirds (2/3) of those members present approve.

F5.1.9 Article VIII: Ratification of the Constitution

F5.1.9.1 Section 1
This constitution will be deemed ratified and binding when it has been approved by a two-thirds (2/3) vote of the Faculty Association members assembled in a special meeting called for the announced purpose, by the President of East Central University and by the Board of Regents of the Regional Universities of the State of Oklahoma.

F5.1.10 Apportionment for the ECU Faculty Senate Using the Hamilton Method

The following scheme automatically allows each school one seat, regardless of population of the school. This accounts for five of the available 1F5 Senate seats. The remaining 11 seats will be allocated via the Hamilton Method of Apportionment.

Since each school will have one representative, that one person is removed from the school's population before performing the allocation algorithm. Also, the total population of 1F5F5 is reduced to 1F51 for the same reason.

Thus, the proportion used to derive each school's quota is: p/1F51 = q/11

We let: P = school's original population
p = school's adjusted population
q = quota

HAMILTON METHOD WITH ELEVEN SEATS TO BE APPORTIONED							
College/School	**P**	**p**	**q**	**Integer Part**	**Extra Seat**	**Automatic Seat**	**Total**
College of Liberal Arts and Social Sciences	F51	F50	4.009	4	0	1	5
College of Health and Sciences	55	54	2.938	2	1	1	5
College of Education and Psychology	29	28	2.528	2	1	1	3
Stonecipher School of Business	20	19	1.093	1	0	1	2
Library	F5	5	0.342	0	0	1	1
Total	171	170	11.000	9	2	5	16