



Faculty Constitution

Approved September 20, 2022

Preamble

Appalachian State University recognizes the central role of shared governance in ensuring the strength and effective functioning of the University and is committed to its practice. For purposes of this Constitution, shared governance is defined as the interdependence of the Board of Trustees, administration, faculty, and students in establishing policies, making decisions, and acting jointly within their respective roles and responsibilities to accomplish the University's mission. As part of that shared governance, the faculty maintain primary responsibility with regard to matters of curriculum, degree requirements, instructional standards, and grading criteria (see [The Code & The UNC Policy Manual Chapter 100.1, Chapter V, Section 502 D.\(2\)](#)) as well as the assessment of professional credentials of candidates for faculty hire, reappointment, tenure, and promotion.

The Board of Governors of The University of North Carolina and the Board of Trustees of Appalachian State University are charged with the responsibility of establishing policy with respect to the operation of the institution. Further, the Chancellor of Appalachian State University is the executive officer of The Board of Trustees. No part of this constitution shall be interpreted as being in conflict with the rules and regulations set forth by the Board of Governors of The University of North Carolina, the Board of Trustees of Appalachian State University, or the laws of The State of North Carolina.

ARTICLE I: The General Faculty.

Section 1. Purpose. In accordance with [N.C. Gen. Stat. § 116-1](#), teaching and learning constitute the primary service that the university renders to society, and teaching, or instruction, is the primary responsibility of each of the constituent institutions. The General Faculty functions to fulfill this responsibility by:

- developing and enacting curricula, degree requirements, instructional standards, and grading criteria;
- proposing and recommending the governing academic policies and promulgating such regulations as are necessary to implement established policies;
- recommending the awarding of academic degrees by Appalachian State University;

- requesting information and reports from and giving advice to the Chancellor with respect to any matter affecting the University;
- acting upon reports from and making recommendations to the Faculty Senate, faculty committees, colleges, schools, institutes, and other units of the University;
- joining with the administration, staff, and/or students (or their representative bodies) to discuss and make recommendations on matters relevant to the University;
- delegating any of the above, except the power to establish or amend this Constitution, to such officers and bodies as may be established herein.

Section 2. Members. The General Faculty consists of all persons holding appointments at the rank of professor, associate professor, assistant professor, instructor, or lecturer; irrespective of modifying adjectives such as adjunct, clinical, distinguished, emeritus/emerita/emeritx, research, senior, or visiting.

Section 3. Voting-Eligible Members. The voting-eligible members of the General Faculty include all members having tenured or probationary-term appointments. Special Faculty members of the General Faculty also are voting-eligible if their faculty position satisfies all the following criteria:

- the position is not for less than .75 FTE
- the duties of the position include teaching, research/creative activities, or both
- the accumulated length of continuous service is no less than three years

Additional regulations on eligibility for certain faculty votes may be defined by appointment type. These circumstances shall be indicated in the *Faculty Handbook*.

Section 4. Faculty Roster. The Provost and Executive Vice Chancellor or designee shall keep a current roster of the General Faculty. That roster shall include voting status.

Section 5. Office Holding and Committee Service. Only voting-eligible members of the General Faculty can hold offices or serve on bodies or committees elected by the General Faculty. Additional regulations regarding appointment type or rank for service on specific committees elected by the General Faculty, the college or school, or the department shall be outlined in the *Faculty Handbook*, *The Appalachian State University Policy Manual*, *The Bylaws of the Faculty Senate*, or other official documents of the University, college, school, or department/unit.

Section 6. Meetings. The General Faculty shall meet at least once in the fall term and once in the spring term of each academic year.

6.1 Presiding Officer. Consistent with [The Code & The UNC Policy Manual Chapter 100.1, Chapter V, Section 502 D.\(2\)](#), the Chancellor shall be a member of all faculties and other academic bodies of the institution and shall have the right to preside over the deliberations of any legislative bodies of the faculties of the institution. The Chancellor may designate the Provost and Executive Vice Chancellor as the Presiding Officer of the General Faculty. The Chair of the Faculty Senate shall preside in the absence of the Chancellor or Provost and Executive Vice Chancellor.

6.2 Special Meetings. Special meetings of the General Faculty may be called: (1) by the Chancellor or the Provost and Executive Vice Chancellor as needed, (2) by a two-thirds vote of the Faculty Senate, or (3) at the written request of at least 200 voting-eligible members of the General Faculty. Any written request by voting-eligible members of the General Faculty shall state the purpose of the meeting.

6.3 Notice and Agenda. Written notice of any General Faculty meeting shall be sent to each member of the faculty by the Presiding Officer of the General Faculty at least six days prior to the meeting. In emergency situations, the period of notice may be shorter. All notices shall include the agenda and written text of any items which shall require a vote. The agenda for General Faculty meetings shall be prepared by the Presiding Officer of the General Faculty in consultation with the Chair of the Faculty Senate.

6.4 Conduct of Meetings with Votes. Meetings with votes shall be conducted according to *Robert's Rules of Order*.

6.5 Quorum. 200 members of the voting-eligible General Faculty shall constitute a quorum. A majority of the voting-eligible faculty in attendance shall carry any vote, except for amendments to the Constitution (see Article IV).

6.6 Minutes. When meetings include votes, the Chair of the Faculty Senate shall be responsible for ensuring minutes of the proceedings of the General Faculty are kept.

ARTICLE II: The Graduate Faculty

Section 1. Purpose. To support the academic and professional development of graduate students by offering a challenging intellectual environment that promotes shared learning and discovery, there shall be a Graduate Faculty.

Section 2. Membership. Membership on the Graduate Faculty shall be determined according to the process outlined in the Appalachian State University *Faculty Handbook*.

Section 3. Graduate Faculty Roster. The Dean of the Graduate School or designee shall keep a current roster of the Graduate Faculty. That roster shall include membership status and term.

Section 4. Graduate Academic Policies and Procedures Committee (GAPP). The GAPP is responsible for:

- the graduate curriculum
- policies affecting graduate programs
- appeals concerning academic matters coming from graduate programs in any college/school, department, members of the faculty or students
- matters referred to it by the Provost and Executive Vice Chancellor or the Chancellor.

The GAPP shall adopt bylaws which govern its operation in accordance with this Constitution and the Appalachian State University *Faculty Handbook*.

ARTICLE III. The Faculty Senate

Section 1. Purpose. The Appalachian State University Faculty Senate fulfills the directive in [The Code & The UNC Policy Manual Chapter 100.1, Chapter V, Section 502 D.\(2\)](#), that the institution have a faculty council or senate, a majority of whose members are elected by and from the members of the faculty. This body may advise the Chancellor on any matter pertaining to the institution that is of interest and concern to the faculty. It serves as the conduit for the General Faculty to give advice and make recommendations regarding the formation, implementation, and review of University policy.

Section 2. Membership. The Faculty Senate shall consist of one member from the voting-eligible faculty of each academic department or school, the libraries, and five at large representatives elected from and by the voting-eligible faculty. No person considered a "Senior Academic and Administrative Officer" (SAAO) (see [The Code & The UNC Policy Manual, 300.1.1](#)) or any Department Chair is eligible for election and service as a Faculty Senator. All procedures governing the selection and duties of Senators and those serving *ex officio* shall be designated in the *Bylaws of the Faculty Senate*.

Section 3. The Faculty Senate Chair. Consistent with [The Code & The UNC Policy Manual Chapter 100.1, Chapter V, Section 502 D.\(2\)](#), the Faculty Senate shall elect a Chair. The procedures governing the election and the duties of the chair shall be designated in the *Bylaws of the Faculty Senate*.

3.1 Presiding Officer. Consistent with [The Code & The UNC Policy Manual Chapter 100.1, Chapter V, Section 502 D.\(2\)](#), while the Chancellor may preside over the meetings of the Faculty Senate, the Chancellor may designate the Chair of the Faculty Senate as the Senate's Presiding Officer.

Section 4. Faculty Senate Bylaws. The Faculty Senate shall adopt bylaws which govern its operation, which shall include officers, committees, the conduct of meetings, and the keeping of minutes.

4.1 Faculty Senate Role on University Committees. University committees are herein defined as being those bodies of persons (other than the Faculty Hearing Committee elected by the General Faculty to hear cases governed by sections 603, 604, 605 and 607 of the *The Code & The UNC Policy Manual*) who are selected to make recommendations for action concerning University matters. Members of University committees are appointed by the Chancellor or the duly appointed representative of the Chancellor in accordance with procedures determined by the Faculty Senate and encoded in the *Bylaws of the Faculty Senate*.

ARTICLE IV. Amendments

Section 1: Scope. Any section of the Faculty Constitution may be amended by a vote of the General Faculty. An amendment shall refer to a single topic or theme.

Section 2: Amendment Process.

2.1 Proposals. Any member or members of the General Faculty may propose an amendment to the Faculty Constitution. Amendment proposals shall be sent to the Chair of the Faculty Senate.

2.2 Faculty Senate Consideration. Amendments to the Constitution shall first be considered by the Faculty Senate in a regularly scheduled or other meeting with a quorum present. Multiple amendments may be considered at one meeting.

2.2.1 Required Vote. Before proceeding to the General Faculty, the proposed amendment(s) shall require a two-thirds vote of the Faculty Senate to pass.

2.2.2 Determination of General Faculty Process. The Faculty Senate shall determine, by a simple majority, whether a vote of the General Faculty on any

approved amendment(s) shall be carried out electronically or through a meeting of the General Faculty.

2.3 General Faculty Consideration. Amendments to the Constitution shall proceed to the General Faculty in the format designated by the Faculty Senate.

2.3.1. Electronic Voting. If a vote of the General Faculty on any proposed amendment(s) is to be carried out electronically, the following process shall be undertaken:

2.3.1.1 Faculty Forum. A forum to discuss the proposed amendment(s) must be held prior to a vote by the faculty. The forum (live and/or electronic) shall be organized by the Faculty Senate.

2.3.1.2 Notice. The proposed changes, the rationale for the changes, and written notice of the forum shall be sent to all faculty by the Faculty Senate Chair at least ten (10) working days prior to the event.

2.3.1.3 Voting. Voting on the proposed amendment(s) shall begin within 24 hours of the forum's completion and will remain open for at least five (5) but no more than ten (10) working days, as determined by the Faculty Senate. A link to vote shall be sent to all voting-eligible faculty. The process shall ensure each voting-eligible member casts only one vote.

2.3.1.4. Approval. An affirmation of the proposed amendment(s) shall require approval by two-thirds of the faculty casting a vote, as long as that number is at least 200 voting-eligible faculty.

2.3.2. In-Person Voting. If the voting on proposed changes to the Constitution are to be carried out by a meeting of the General Faculty, the following process shall be undertaken:

2.3.2.1. Notice. The proposed changes, the rationale for the changes, and written notice of the meeting shall be sent to all faculty by the Faculty Senate Chair at least ten (10) days prior to the scheduled meeting.

2.3.2.2 Conduct of the Meeting. The meeting shall be conducted according to *Robert's Rules of Order*.

2.3.2.3 Quorum. 200 members of the voting-eligible General Faculty shall constitute a quorum. Passage of the proposed amendment will require approval by two-thirds of the voting-eligible faculty present.

2.4 Effective Date. Amendments that pass the General Faculty vote shall become effective immediately unless otherwise specified within the amendment.