

Cover sheet for SP.10.06, SP.10.08, SP 10.09-A, and SP.10.09-B.

When the November 9, 2009 Senate amended the Constitution (via SP.09.03), creating an Other Academic Staff Electorate and making a few other minor changes to the Faculty Electorate, it was recognized that subsequent action would be needed to amend the Bylaws and develop appropriate Election Rules. In the subsequent months, USSP has developed the needed language for the Bylaws and Election Rules. It is contained in SP.10.06, SP.10.08, SP.10.09A, and SP.10.09B. While there is an explanatory background statement with each resolution, this document explains the relationship among the proposed changes and their relationship to the previously approved changes to the Senate Constitution. For reference, the current language of the relevant sections of the Constitution is attached as an appendix to SP.10.06. Taken together, these resolutions will implement the changes the Senate approved in 2009, i.e., allow departments to elect lecturers and instructors as their faculty representatives in the Senate, and establish Senate representation for Academic Professionals engaged in teaching and research.

SP.10.06: Bylaws Amendments to define the process for adding the Other Academic Staff Academic Electorate to the Senate Electorate.

Part C of the by-laws describes the general rules for election of senators, so changes are necessary to describe who should function as the Elections and Credentials Committees for the new Other Academic Staff Electorate and how to handle recalling a senator from this electorate.

SP.10.08: Senate Election Rules for the Faculty Electorate

These specific rules and procedures for electing faculty senators need to be changed to implement the possibility of departments electing lecturers or instructors as faculty representatives, a practice that has apparently already been followed by some units even before the Fall 2009 constitutional amendment. The Rules were also updated to allow specifically for electronic nominations and elections.

SP.10.09-A: Senate Election Rules for the Other Academic Staff ABC Electorate

These are new rules to establish election procedures for the one senator who represents those Other Academic Staff who are members of the senate electorate by virtue of their titles as described in Article III, Sections 1a-c of the Constitution (i.e., modified professorial titles; instructors or lecturers otherwise not included in the faculty electorate by designation of their voting unit; and teaching, research, and clinical associates.

SP.10.09-B: Senate Election Rules for the Other Academic Staff D Electorate

Separate new rules are needed for the seven new senators to be elected from among those academic professionals engaged in the teaching and research mission of the university (*Constitution*, Article III, Section 1d). Elections need to be handled differently from the Other Academic Staff ABC Electorate. Because academic professionals' job titles do not necessarily reflect their engagement in teaching and research, these rules describe a process whereby determination of which Academic Professionals qualify as engaged in teaching and researcher is determined by those closest to them--the Chief Executive Officers in their academic units.

UNIVERSITY OF ILLINOIS
URBANA-CHAMPAIGN SENATE

Committee on University Statutes and Senate Procedures
(Final; Action)

SP.10.06 *Bylaws* Amendments to Add an Other Academic Staff Electorate to the Senate Electorate per *Constitution* Amendments from SP.09.03

BACKGROUND

On November 9, 2009, the UIUC Senate approved an amendment to the *Constitution* (SP.09.03 see Appendix) to add an Other Academic Staff electorate to the UIUC Senate as well as making some changes to the Faculty electorate. Implementation of these changes requires changes to the UIUC Senate *Bylaws* and the creation of *Senate Election Rules* for the Other Academic Staff electorate. This document recommends the necessary *Bylaws* changes. It should be considered in conjunction with the *Senate Election Rules for the Other Academic Staff Electorate* and the proposed changes in the *Senate Election Rules*.

The *Constitution* Article III sets up two groups in the Other Academic Staff electorate – those defined in Article III, Section 1a, b, c (Group ABC) and those defined in Article III, Section 1d (Group D). Article III, Section 1 states the criteria common to both groups:

- 1) The person have a non-visiting appointment.
- 2) The person have a full-time appointment.
- 3) The person be paid by the University.
- 4) The person not be a candidate for a degree from the University of Illinois at Urbana-Champaign.

Other Academic Staff Group ABC

Because those described in Article III, Section 1a, b, and c are members of the Other Academic Staff Electorate by virtue of their title, the criteria for their inclusion in the electorate are straightforward. Aside from fulfilling the criteria 1-4, above, the additional criteria are that the person:

- A. Hold the academic rank or title of professor, associate professor, or assistant professor modified by the terms “research,” “adjunct,” or “clinical;” or
- B. Hold the academic rank or title of instructor or lecturer and are not included in the faculty electorate by designation of their voting unit; or
- C. Hold the unmodified academic rank or title of teaching associate, research associate, or clinical associate.

These three groups together elect one senator. USSP believes it is appropriate that USSP act as the elections and credentials committee for this electorate, because they are drawn from all academic units. The specific Election Rules for this group are presented in SP.10.09 *Election Rules for Other Academic Staff*.

Part C - Elections

1. Timing of Elections; Election Rules

- a) Elections of senators shall take place during the spring semester, but not later than the eighth week of classes [, under rules and procedures established by the Committee on University Statutes and Senate Procedures and subject to approval by the Senate].
- b) The Senate may[, however,] delegate to the organization [which] that conducts elections on behalf of the governing organizations of the student body and/or the Other Academic Staff the authority to conduct [student] Senate elections concurrently with other elections [which] that it administers, [. Should the Senate choose to exercise this option, the election of student senators will take place in accordance with the timetable specified in the bylaws of the governing organization of the student body] pursuant to rules established by the Committee on University Statutes and Senate Procedures and subject to approval by the Senate.
- c) The Committee on University Statutes and Senate Procedures shall establish Election Rules and Procedures, subject to approval by the Senate, by which all these elections shall be held.

2. Elections and Credentials Committee

- a) Faculty and Students: Each college or other analogous educational division shall establish an elections and credentials committee to assist the Committee on University Statutes and Senate Procedures in the conduct of nominations and elections of senators in that college or division.
- b) Other Academic Staff: The Committee on University Statutes and Senate Procedures shall act as the elections and credentials committee for the Other Academic Staff described in the Constitution, Article III, Section 1a, b, and c. The Council of Academic Professionals shall be the elections and credentials committee for the Other Academic Staff described in the Constitution, Article III, Section 1d.
- c) The [Senate Committee] Committee on University Statutes and Senate Procedures may delegate to [the college or division] the elections and credentials committees in 2a and 2b such functions as it deems appropriate. Actions of [the college or division] these committees shall be subject to review by the [Senate Committee] Committee on University Statutes and Senate Procedures.

3. Joint Affiliation

A member of the [faculty] electorate who [has a joint appointment in] is affiliated with two or more voting units may vote in and be elected from only one such unit, and shall designate the unit of choice in a signed statement submitted to the Committee on University Statutes and Senate Procedures. Such designation shall remain in effect until such time as a change is approved by the Committee.

4. Nomination and Election of Senators from the Student Electorate

The procedure for nomination and election of senators elected by the student electorate shall be as follows:

- a) Any member of the student electorate who desires to run for election from the student's electorate unit shall submit a statement to that effect to the appropriate college or division elections and credentials committee.
- b) If found to be eligible, the student shall be deemed nominated, and the college or division committee shall have the student's name placed on the appropriate election ballot.
- c) Seats available in each election unit will be filled by ranking the number of votes received. The candidate or candidates receiving the highest number of votes will be elected first, then the candidate or candidates receiving the second highest number, and so on, until all available seats are filled.
- d) If for any one voting unit there are fewer than four candidates for a seat, no run-off election need be held; a plurality shall be sufficient for election.

5. Nomination and Election of Senators from the Other Academic Staff Electorate

The procedure for nomination and election of senators elected by the Other Academic Staff electorate described in the Constitution, Article III, Section 1a, b, c, and d shall be as follows:

- a) Any member of the Other Academic Staff electorate who desires to run for election shall submit a statement to that effect and a short biography to the elections and credentials committee.
- b) If found to be eligible, the member of the Other Academic Staff shall be deemed nominated, and the elections and credentials committee shall have the person's name placed on the appropriate election ballot.
- c) The seat available in each election unit will be filled by the candidate receiving the highest number of votes. Ties will be decided by drawing lots or flipping a coin.

6. Vacancies

When a seat becomes vacant, it shall be filled in accordance with procedures established by the Senate Committee on University Statutes and Senate Procedures

7. Recall Elections

Petition: A recall election shall be held by a college or division or Other Academic Staff elections and credentials committee promptly upon receipt of an appropriate petition.

- a) Faculty: For recall of a faculty senator, the petition shall bear valid signatures of at least one-third of the members of the election unit.
- b) Student : For recall of a student senator, the petition shall bear valid signatures of at least one-third of the members of the election unit or of at least one-half as many members of the election unit as voted in the election in which the student senator was last elected, whichever is smaller.
- c) Other Academic Staff: For recall of an Other Academic Staff senator, the petition shall bear valid signatures of at least one-third of the members of the election unit or of at least one-half as many members of the election unit as voted in the election in which the Other Academic Staff senator was last elected, whichever is smaller.

Result: The result of the recall election shall be promptly reported to the Committee on University Statutes and Senate Procedures and by it to the Senate at its next regular meeting. When the report is accepted by the Senate, the seat of a recalled senator shall be declared vacant and the senator's name shall be forthwith removed from the list of members of the Senate.

UNIVERSITY STATUTES AND SENATE PROCEDURES

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Appendix: Relevant Articles, SENATE CONSTITUTION

Article I - Basic Structure

- **Section 2.** The Senate shall consist of persons who are members of the faculty, Other Academic Staff, and student electorates, elected in accordance with the provisions of the *Constitution*. Elected members shall have full floor and voting privileges on all matters before the Senate except as provided in Article V, Section 11. *Ex officio* members shall have full floor privileges on all matters before the Senate, but shall not vote except as provided in Article V, Section 7.

Article II - Faculty Representation

- **Section 1.** The faculty electorate is composed of those members of the academic staff who are directly engaged in and responsible for the educational function of the University; ordinarily this will involve teaching and research. Specifically, the faculty electorate shall consist of all persons of the campus non-visiting academic staff, other than persons holding administrative appointments in excess of one-half time (the exception to this exclusion are executive officers of departments or similar units, and assistant or associate executive officers of such units, who are otherwise eligible), who:
 - a. Are tenured or receiving probationary credit toward tenure or in the preceding year have received probationary credit toward tenure or hold the unmodified academic rank or title of professor, associate professor, or assistant professor without tenure, have at least a one-half time appointment, and are paid by the University; or
 - b. Hold the academic rank or title of instructor or lecturer, have a full-time appointment, are paid by the University, are not candidates for a degree from this University, and are designated by their voting unit for inclusion in the faculty electorate; or
 - c. Are retired members of the campus academic staff with the title of emeritus, and would otherwise be eligible for inclusion in the faculty electorate. However, retired members shall not be counted for purposes of the provisions of Sections 3, 4, and 5 of this Article.
 - d. Members of the faculty electorate who are members by virtue of Paragraphs (b) and (c) of this Section shall not be counted for purposes of the provisions of Sections 3, 4, and 5 of this Article.
- **Section 2.** All persons included in the faculty electorate shall be eligible for election to the Senate, without distinction on the basis of rank or other criteria. Each member of the electorate shall be entitled to cast one vote for each open senatorial position apportioned to the member's voting unit; there shall be no cumulative voting.
- **Section 3.** Elections shall be held on the basis of faculty voting units. A faculty voting unit is the smallest academic unit, such as the department or similar unit, in each college or analogous academic division that has at least seven members of the faculty electorate.
- **Section 4.** A voting unit having seven members of the faculty electorate is entitled to elect one senator from its membership. For each 12 members of the faculty electorate over the initial seven, the unit shall elect an additional senator. Prior to each election, the Senate shall retain

or adjust the numbers 7 or 12 or both by whole numbers to ensure that after such election the total number of senators from the faculty electorate shall be as close to 200 as possible.

- **Section 5.** Academic units having fewer than seven members of the faculty electorate shall be combined with or attached to other units within the college or other analogous educational division in which the unit is located, in such a way as to ensure opportunity for full participation by all members of the faculty electorate.
- **Section 6.** Each faculty voting unit shall provide to its faculty electorate a nominating ballot containing the names of all those eligible to vote in the unit. Each member of the unit's faculty electorate shall be entitled to cast one nominating vote for each open senatorial position apportioned to the unit; there shall be no cumulative voting. The voting unit shall then prepare an election ballot containing the names of those who received the highest number of nominating votes and who are willing to serve. The number of names on the election ballot shall equal twice the number of those to be elected or all of those nominated, if the number of those nominated is less than twice the number to be elected. The nominees receiving the highest numbers of votes shall be deemed elected.
- **Section 7.** Voting on nominations and elections of senators shall be by secret ballot.
- **Section 8.** Senators shall be elected for two-year terms commencing at the beginning of the next academic year. Provision shall be made for staggered terms so that approximately half the Senate will be elected each year.
- **Section 9.** Vacancies shall be filled by election of a member of the voting unit for the remainder of the vacant term in accordance with the nomination and election procedures prescribed in this Article.
- **Section 10.** No senator shall be elected for more than three consecutive full terms.
- **Section 11.** A faculty senator can be recalled by a vote of two-thirds of the members of the senator's voting unit.
- **Section 12.** The faculty electorate of the College of Medicine at Urbana-Champaign shall be entitled to elect voting members of the Senate. The provisions of this Article shall apply to these members.

Article III – Other Academic Staff Representation

- **Section 1.** The Other Academic Staff electorate is composed of those members of the Other Academic Staff who are engaged in and responsible for the educational function of the University; ordinarily this will involve teaching and research. Specifically, the Other Academic Staff electorate shall consist of all persons of the campus non-visiting academic staff who have a full-time appointment, are paid by the University, are not candidates for a degree from this University, and who:
 - a. Hold the academic rank or title of professor, associate professor, or assistant professor modified by the terms "research," "adjunct," or "clinical;" or
 - b. Hold the academic rank or title of instructor or lecturer and are not included in the faculty electorate by designation of their voting unit; or
 - c. Hold the unmodified academic rank or title of teaching associate, research associate, or clinical associate; or

- d. Are members of the academic staff as defined in the *University Statutes*, Article II, Section 5, and satisfy the teaching or research criteria established by the Senate Committee on University Statutes and Senate Procedures and approved by the Senate.
- **Section 2.** All persons included in the Other Academic Staff electorate shall be eligible for election to the Senate, without distinction on the basis of rank or other criteria. Each member of the electorate shall be entitled to cast one vote for each open senatorial position in the member's electoral unit.
- **Section 3.** Elections shall be held on the basis of voting units. One at-large seat will be elected by those described in Article III section 1a, b, and c. Seven senators will be elected by those described in section 1d. Elections for this group shall be held on the basis of employment in an academic unit or the University of Illinois Extension or the Institute for Natural Resource Sustainability. These election units shall be as nearly equal in size as is practicable and shall be the same as the voting units for the relevant Council of Academic Professionals election districts.
- **Section 4.** Those eligible to vote in each Other Academic Staff voting unit shall be notified that an election is to be held. Any member of the Other Academic Staff electorate who desires to run for election from their electorate unit shall submit a statement to that effect and a short biography to the appropriate Other Academic Staff voting unit elections and credentials committee. The nominee receiving the highest number of votes shall be deemed elected.
- **Section 5.** Voting on the election of senators shall be by secret ballot.
- **Section 6.** Senators shall be elected for two-year terms commencing at the beginning of the next academic year. Provision shall be made for staggered terms so that approximately half the Other Academic Staff senators will be elected each year.
- **Section 7.** Vacancies shall be filled by election of a member of the voting unit for the remainder of the vacant term in accordance with the nomination and election procedures prescribed in this Article.
- **Section 8.** No senator shall be elected for more than three consecutive full terms.
- **Section 9.** An Other Academic Staff senator can be recalled by a vote of two-thirds of those voting in the recall election.
- **Section 10.** Membership in the Other Academic Staff electorate continues during the term of any member elected to the Senate.