

THE UNIVERSITY OF MICHIGAN

Regents Communication

ACTION REQUEST

Subject: School of Social Work Executive Committee and UM-Dearborn Bylaws

Action Required: Approval of Bylaw Amendments

Attached are amendments to the School of Social Work executive committee. The amendments add one clinical faculty member, bringing the total membership from six to seven. It also adjusts expiration dates for member to improve committee continuity.

Also attached are amendments to the University of Michigan-Dearborn's Bylaws that incorporate the following: defining the charge of the Faculty Senate Promotion and Tenure Committee; changing pronouns to be gender-inclusive; consistently defining the governing faculty; and correcting spelling inconsistencies.

I recommend the adoptions of the amendments presented.

Respectfully submitted,



Sally J. Churchill
Vice President and Secretary of the University

July 2021

July 15, 2021

*Original language of the bylaws with additions in **bold**, and proposed deletions are indicated with ~~strikethrough~~.*

School of Social Work

Sec. 11.53 The School of Social Work: The Executive Committee (~~revised January 2006, revised July 2021~~)

The executive committee will consist of the dean and **seven** ~~six~~ members of the governing faculty: five tenured and one un-tenured member of the professorial staff, **and one clinical faculty member** to be appointed by the board on recommendation by the president. The appointed tenured members **and the clinical faculty member** will hold office for three years, and the appointed un-tenured member **of the professorial staff** will hold office for two years. The terms will be adjusted so that no more than **three members'** ~~two tenured~~ appointments will expire each year. The dean will chair the committee.

THE UNIVERSITY OF MICHIGAN-DEARBORN (UM-D) CAMPUS BYLAWS

ARTICLE I DEFINITIONS

The definitions used within these ~~By-laws~~ **Bylaws** are essentially those adopted in the ~~By-laws~~ **Bylaws** of the Board of Regents of the University of Michigan, Chap. V, Sec. 5.01, and Chap. VI Sec. 6.05 (1973), and Chap. V, Sec. 5.01 (3) (1979), and are not to be construed to contradict them.

- I.1 Academic Unit. The term academic unit shall be construed to mean an administrative unit created for instructional and research purposes, namely, a college or a school.
- I.2 Faculty. The term faculty shall include members of the teaching and research staff together with the principal administrative officers; the directors of various teaching, research, and library units; research associates; curators; and persons with similar duties.
- I.3 Professorial Staff. The term professorial staff shall include professors, associate professors, and assistant professors.

- I.4 Governing Faculty. The term governing faculty when used in connection with an academic unit shall include those members of it who are professors, associate professors, assistant professors, and instructors and lecturers, who hold appointments of one-half time or more; provided, however, that such instructors and lecturers may vote at faculty meetings only if they have held appointments for one or more years and are authorized to vote by a majority vote of the professorial staff of the appropriate academic unit. **The governing faculty may include clinical professors, clinical associate professors, clinical assistant professors, research scientists, associate research scientists, and assistant research scientists, when authorized by, and in accordance with, the policies and bylaws of the appropriate school or college.**

ARTICLE II THE INSTRUCTIONAL AND PROGRAMMATIC UNITS

- II.2. Governing Bodies. The governance of the affairs of the academic units, subject to Regental approval, is placed in the governing faculties and executive committees. The Faculty of each academic unit shall adopt rules and Bylaws for its own internal governance and shall appoint a secretary, define ~~his/her~~ **their** duties, and keep a record of faculty action. Such Bylaws shall be consonant with Campus Bylaws, shall be filed with the Faculty Senate Office, and shall be made generally available to all members of the unit's faculty.

In the absence of specific rules to the contrary, the rules of parliamentary procedure as described in the most recent edition of Robert's Rules of Order shall be followed by the faculties, committees, boards, and other deliberative bodies.

ARTICLE III THE FACULTY CONGRESS

- III.1. Constitution of the Faculty Congress. The University of Michigan-Dearborn shall have a Faculty Congress ~~which shall be composed of the members of the governing faculties of the schools and colleges, as well as those administrators who are empowered to make decisions affecting campus-wide policies or concerns and who are specified in Article III.3 below and Article I.2 above.~~

III.3. Membership of the Faculty Congress.

The Faculty Congress shall consist of all members of the **governing** faculty as defined in Article I.24 above, professional librarians, **archivists**, and curators, the Senior Officers of the Campus, and the Deans of the schools and colleges.

III.4. Officers of the Faculty Congress.

4.a. Chair.

The Chair of the Faculty Senate shall preside at meetings of the Faculty Congress.

4.b. Secretary.

The Faculty Senate Recording Secretary shall perform the duties of the Faculty Congress Secretary.

b. (1) Duties.

The Faculty Senate Recording Secretary shall act as secretary for all meetings of the Faculty Congress and shall conduct campus-wide elections required by these ~~By-laws~~ **Bylaws**. The Faculty Senate Recording Secretary shall be responsible for all arrangements for these meetings, including notices; consultation with the Chair of the Faculty Senate; preparation and distribution of agendas; taking and distributing minutes; and maintaining an up-to-date record of those statements concerning the organization and governance of the faculty, which have been adopted by the Board of Regents or by the Faculty Congress and its various committees. In connection with the latter, the Faculty Senate Recording Secretary shall be responsible for the format, solicitation, publication, and distribution of the annual reports of the Faculty Senate committees.

5.b. Rules of Procedure.

(2) Motions. Except for motions of a procedural nature, all motions or resolutions to be considered by the Faculty Congress shall be submitted in writing, to the Faculty Senate Recording Secretary in time for distribution with the agenda. Any member of the Faculty Congress may submit a motion or resolution provided it bears ~~his/her~~ **their** signature

and those of two supporting members. Chairs of Campus Committees acting on their behalf may submit motions without further support.

ARTICLE
IV
THE FACULTY SENATE

IV.2. Membership of the Faculty Senate.

2.1. Elected Members.

2.1.a. Voting Members. The Senate shall consist of 19 voting members elected from ~~the voting membership~~ **members** of the governing faculty **as defined in Article I.4 as well as professional librarians, archivists, and curators.** ~~For purposes of this section, the governing faculty entitled to vote shall be professors, associate professors, assistant professors, professional librarians and curators, and full-time instructors and lecturers; provided, however, that such instructors and lecturers have held appointments for one or more years and have been authorized to vote by a majority vote of the professorial staff of the appropriate academic unit.~~

IV.5. Committees of the Faculty Senate.

There shall be a permanent standing Promotion and Tenure Committee to advise the Provost on promotion and tenure matters. **The Faculty Senate Promotion and Tenure Committee shall annually review promotion and tenure cases for compliance with established unit and campus procedures and shall write a report on its findings to the Provost prior to the cases being finalized for forwarding to the University of Michigan administration in Ann Arbor.**

The Senate may create other standing or special committees to assist it with its work. It may define the qualifications for membership of such committees, provide for the number of members thereof, provide how they are to be appointed and determine their terms of office, and define their duties and obligations.

ARTICLE VII
UM-D UNIVERSITY SENATE ASSEMBLY MEMBERS

- 2.e. Alternates. A formally declared alternate shall be authorized to take the place of ~~his/her~~ **their** elected colleague at meetings of the Assembly on an ad hoc or permanent basis. In the ad hoc circumstance, the alternate shall inform the Assembly Secretary before the meeting of ~~his/her~~ **their** presence and indicate the name of the Assembly member being replaced. If the elected members cannot serve to the end of ~~his/her~~ **their** term, the alternate automatically fills the position. If ~~he/she is~~ **they are** unable to do so, an election shall be conducted to choose a member for the remainder of the term.

RECALL OF A FACULTY MEMBER FROM THE FACULTY SENATE

IX. Procedure for Recall.

Any faculty member elected to the Faculty Senate may be recalled from ~~his/her~~ **their** post by a two-thirds majority of ~~his/her~~ **their** constituency voting at a plenary meeting, provided that a quorum is present.

ARTICLE X AMENDMENTS TO THE CAMPUS ~~BY-LAWS~~ **BYLAWS**

X.1. Submission of Proposed Amendments.

Any member of the Faculty Congress may propose an amendment to these ~~By-laws~~ **Bylaws** provided that the amendment is supported by two other members. The proposed amendment shall be submitted to the Faculty Senate Recording Secretary in writing at least fourteen days prior to the meeting at which it is to be considered. The Secretary shall provide each member of the Congress with a copy of the proposed amendment at least one week prior to the meeting.

X.2. Voting.

The ~~By-laws~~ **Bylaws** may be amended by a two-thirds vote at any meeting of the Faculty Congress, a quorum being present, or by a two-thirds majority of the members of the Faculty Congress responding to a vote by mail or email ballot.

ARTICLE XI REGENTAL ~~BY-LAWS~~ **BYLAWS** AND THE CAMPUS ~~BY-LAWS~~ **BYLAWS**

Nothing in these Campus ~~By-laws~~ **Bylaws** is intended to conflict with the ~~By-laws~~ **Bylaws** of the Regents of the University of Michigan or to conflict with the appropriate rights and responsibilities of administrators and faculty guaranteed in those ~~By-laws~~ **Bylaws**.