

**UNIVERSITY FACULTY  
SENATE BYLAWS**

**EXISTING**

Approved January, 2009

**UNIVERSITY FACULTY  
SENATE BYLAWS**

**ARTICLE I**

Name

The name of this body shall be the  
“University Faculty Senate” of Oral Roberts  
University.

**ARTICLE II**

Mission Statement

**Section 1**

The mission of Oral Roberts University—in its commitment to the Christian faith—is to educate the whole person in spirit, mind, and body, thereby preparing its graduates to be professionally competent servant-leaders who are spiritually alive, intellectually alert, physically disciplined, and socially adept. The University seeks to synthesize the best traditions in liberal arts, professional, and graduate education with a charismatic emphasis to enable students to go into every person’s world with God’s message of salvation and healing for the totality of human need.

**Section 2**

It is the mission of the Faculty Senate of Oral Roberts University to implement the stated mission of the University.

**Section 3**

The Faculty Senate shall maintain a Christian philosophical framework and promote social interaction among the entire faculty by providing a practical expression of the essential unity of the individual schools,

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As Amended, ??????

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It is the mission of the Faculty Senate of Oral Roberts University to implement the stated mission of the University.

**Section 3**

The Faculty Senate shall maintain a Christian philosophical framework and promote social interaction among the entire faculty by providing a practical expression of the essential unity of the individual schools,

which constitute Oral Roberts University.

### **ARTICLE III**

#### **Authority**

All authority exercised by the Faculty Senate is expressly conferred by the Board of Trustees of Oral Roberts University.

### **ARTICLE IV**

#### **Members**

#### **Section 1**

Voting Membership of the body shall consist of members including: one dean from each school in the university and one faculty representative from each academic department in the university with a second representative from departments with more than 10 full-time faculty members. Academic departments are defined in this context to include all undergraduate departments and to include graduate departments of schools separately from their respective undergraduate departments.

#### **Section 2**

A Faculty Vice President shall be elected annually by a vote of the University Faculty from a listing of the Faculty Senate representatives. The annual vote will occur during the spring semester for the following academic year. The Faculty Vice President becomes the Faculty President during the consecutive academic year.

If the Faculty President and/or Faculty Vice President cannot serve, the University Faculty shall be called into special session to elect replacement officers, as required, from a listing of the Faculty Senate representatives. As these positions represent the University Faculty, departmental alternates do not automatically fill these roles.

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### **ARTICLE III**

#### **Authority**

All authority exercised by the Faculty Senate is expressly conferred by the Board of Trustees of Oral Roberts University.

### **ARTICLE IV**

#### **Members**

#### **Section 1 - Change to:**

Voting Membership of the body shall consist of members including: one dean from each school in the university (**as well as the Dean of Learning Resources**) and one faculty **Senator** from each academic department in the university with a second **Senator** from departments with more than 10 full-time faculty members. Academic departments are defined in this context to include all undergraduate departments and to include graduate departments of schools separately from their respective undergraduate departments.

#### **Section 2 - Change to:**

A Faculty **Senate** Vice President shall be elected annually by a vote of the University Faculty from a listing of the Faculty **Senators**. The annual vote will occur during the spring semester for the following academic year. **Any candidate receiving a majority of the votes cast shall become the Faculty Senate Vice President. If after the first round of voting is conducted, there is no majority winner, the top five candidates (and ties) will move forward to a run-off vote in which the candidate receiving the most number of votes shall become the**

### Section 3

Each academic department shall elect one faculty representative to the Faculty Senate, unless the academic department consists of more than ten (10) full-time faculty members. Any academic department with more than ten full-time faculty members shall elect two faculty representatives. Each academic department shall elect alternates who will represent the school as voting members in the Faculty Senate should the primary representatives be unable to attend Faculty Senate meetings.

Each elected representative shall be elected to a one or two-year term as determined by their academic department with a maximum term limit of four years before relinquishing the seat for a minimum of two years. If the University Faculty elects a Faculty Senate representative as Faculty Vice President, the term limitations do not apply during the two-year term of commitment.

### Section 4

**Faculty Senate Vice President.** The Faculty **Senate** Vice President becomes the Faculty **Senate** President during the consecutive academic year.

If the Faculty **Senate** President and/or Faculty **Senate** Vice President cannot serve, the University Faculty shall be called into special session to elect replacement officers, as required, from a listing of the Faculty **Senators**. As these positions represent the University Faculty, departmental alternates do not automatically fill these roles.

### Section 3 - **Change to:**

Each academic department shall elect one faculty **Senator** to the Faculty Senate, unless the academic department consists of more than ten (10) full-time faculty members. Any academic department with more than ten full-time faculty members shall elect two faculty **Senators**. Each academic department shall elect alternates who will represent the school as voting members in the Faculty Senate should the primary **Senator(s)** be unable to attend Faculty Senate meetings. **In addition, each of the deans shall appoint an alternate (subject to the general acknowledged approval of the Senate) who will represent the dean as a voting member in the Faculty Senate should the dean be unable to attend Faculty Senate meetings.**

Each elected **Senator** shall be elected to a one or two-year term as determined by their academic department with a maximum term limit of four years before relinquishing the seat for a minimum of two years. If the University Faculty elects a Faculty **Senator** as Faculty **Senate** Vice President, the term limitations do not apply during the two-year term of commitment.

### Section 4 - **Change to:**

It is the responsibility of Faculty Senate representatives to actively solicit input from all represented constituents. It is also the responsibility of the representatives to keep all constituents informed of all committee activities, recommendations, and proposals.

#### **Section 5**

Representatives from the Office of the Registrar, the Office of Institutional Research, Information Technology, Athletics, and the Office of the Vice President for Academic Affairs shall participate in every Faculty Senate meeting as speaking, non-voting members to increase the effectiveness and quality of Faculty Senate recommendations. The University Technical Editor shall participate in every Faculty Senate meeting to suggest proper formatting language to maintain consistency throughout university documents.

It is the responsibility of Faculty **Senators** to actively solicit input from all represented constituents. It is also the responsibility of the **Senators** to keep all constituents informed of all committee activities, recommendations, and proposals.

#### **Section 5 - Change to:**

**One representative from each of the following shall be allowed to participate in every Faculty Senate meeting as a speaking, non-voting member to increase**

**communication and the effectiveness and quality of Faculty Senate recommendations: the Office of the Provost, the Office of the Vice President for Academic**

**Affairs, the Office of the Registrar, the Office of Institutional Research, Information Technology, Athletics, and the Coordinator of General Education.**

The **Office of University** Technical Editor shall participate in every Faculty Senate meeting to suggest proper formatting language to maintain consistency throughout university documents.

#### **Section 6 – Added in:**

**A sub-committee, made up of the graduate Senators and the graduate deans (hereinafter referred to as “Graduate Committee”), shall be the preliminary body to receive and consider all university-wide proposals that are specific to the graduate programs. The Graduate Committee shall, by a two-thirds majority vote of a quorum of the graduate Senators and graduate deans, recommend graduate**

proposals (formal or informal) to the full Senate for consideration and vote, subject to the other provisions of these Bylaws. A simple majority of voting members of the Graduate Committee shall constitute a quorum.

**ARTICLE V**  
Organizational Function

The Faculty Senate has the following functions:

- A. To consider and recommend to the University Faculty proposals consistent with university academic outcomes concerning curriculum, graduation requirements, faculty appointment procedures, and modifications to the catalog and the *Faculty Handbook*.

**ARTICLE V**  
Organizational Function

The Faculty Senate has the following functions: - **Change to:**

- A. To consider and recommend to the University Faculty **formal** proposals consistent with university academic outcomes. **Formal proposals are specifically defined as any items concerning curriculum, graduation requirements, faculty appointment procedures, and modifications to the catalog and the *Faculty Handbook*. Formal proposals may be brought to the Senate through one of four processes: 1) through a faculty academic committee or a faculty professional committee, 2) through a Faculty Assembly, 3) by a petition signed by at least 10% of all university full-time faculty members, or 4) by a motion of the Senate itself (through a voting member of the Senate.)**

<div data-bbox="284 1199 786 1398"><p>B. To encourage each school to accomplish its mission within the University and the broader community of faith.</p><p>C. To facility communication and fellowship.</p></div> <div data-bbox="423 1501 610 1566"><p><b>ARTICLE VI</b> Responsibilities</p></div> <div data-bbox="237 1604 350 1631"><p><b>Section 1</b></p></div> <div data-bbox="237 1638 790 1801"><p>The Faculty President as convener of the Faculty Senate shall call monthly meetings and ensure that Faculty Senate representatives and faculty committees are faithfully using all appropriate communication tools.</p></div>	<div data-bbox="920 197 1385 1257"><p><b>However, any proposals related to general education, shall be required to be submitted simultaneously to the General Education Curriculum Committee for evaluation, and the General Education Curriculum Committee shall make a report of their evaluation, along with their recommendation concerning the proposal, to the Senate within one month, so the Senate will be better equipped to make an informed decision. The Senate may also consider, on its own motion, other items and proposals of general interest related to academic outcomes and Senate procedures, which are herein defined as informal or procedural proposals.</b></p></div> <div data-bbox="873 1262 1375 1461"><p>B. To encourage each school to accomplish its mission within the University and the broader community of faith.</p><p>C. To facility communication and fellowship.</p></div> <div data-bbox="1011 1497 1198 1562"><p><b>ARTICLE VI</b> Responsibilities</p></div> <div data-bbox="824 1602 1156 1644"><p><b>Section 1 - <u>Change to:</u></b></p></div> <div data-bbox="824 1650 1372 1860"><p>The Faculty <b>Senate</b> President as convener of the Faculty Senate shall call monthly meetings and ensure that Faculty <b>Senators</b> and faculty committees are faithfully using all appropriate communication tools.</p></div>
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## Section 2

The Faculty President as convener of the University Faculty meetings shall call the University Faculty to meet together for discussion at least once a semester.

## Section 3

The Faculty Vice President shall maintain records and minutes of all Faculty Senate meetings. Also, the Faculty Vice President shall maintain a listing of all recommendations approved by the Faculty Senate.

## Section 4

The Faculty Senate members shall consider and recommend to the University Faculty proposals consistent with university academic outcomes concerning curriculum, graduation requirements, faculty appointment procedures, and modifications to the catalog and the *Faculty Handbook*. This includes consideration of any financial requirements connected to implementing the proposals.

The Faculty Senate members shall provide and ensure use of faculty communication tools to properly maintain and assure implementation of the open meeting policy.

## Section 5

Following every session of the Faculty Senate resulting in approved recommendations, the Faculty Vice President shall work with the Director of Institutional Research to prepare and collect electronic votes from the University Faculty concerning the recommendations.

## Section 6

Any recommendation receiving positive votes from greater than 50 percent of the participating university faculty shall be

## Section 2 - **Change to:**

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The Faculty **Senate** Vice President shall maintain records and minutes of all Faculty Senate meetings. Also, the Faculty **Senate** Vice President shall maintain a listing of all recommendations approved by the Faculty Senate.

## Section 4 - **Change to:**

The Faculty **Senate** shall consider and recommend to the University Faculty **formal** proposals consistent with university academic outcomes concerning curriculum, graduation requirements, faculty appointment procedures, and modifications to the catalog and the *Faculty Handbook*. This includes consideration of any financial requirements connected to implementing the proposals.

The Faculty **Senate** shall provide and ensure use of faculty communication tools to properly maintain and assure implementation of the open meeting policy.

## Section 5 - **Change to:**

Following every session of the Faculty Senate resulting in approved **formal** recommendations (**including proposed amendments to the Bylaws**), the Faculty **Senate** Vice President shall work with the Director of Institutional Research to prepare and collect electronic votes from the University Faculty concerning the recommendations and/or the **proposed amendment(s) to the Bylaws**.

## Section 6 - **Change to:**

Any **formal** recommendation (**including proposed amendments**

submitted with vote tallies from the Faculty Senate vote and the University Faculty vote to the Vice President for Academic Affairs.

Any recommendation receiving positive votes from 50 percent or less of the participating university faculty shall be returned to the Faculty Senate for further consideration.

## **ARTICLE VII**

### **Meetings**

#### **Section 1**

Times reserved for the meetings of the Faculty Senate shall be determined and announced at the beginning of each fall and spring semester in accordance with the current university calendar.

#### **Section 2**

Emergency meetings shall require a written notice delivered to the University Faculty at least 24 hours in advance.

#### **Section 3**

Except in cases of emergency, meetings will be held as regularly scheduled.

#### **Section 4**

The presence of a simple majority of voting members shall constitute a quorum.

#### **Section 5**

Every proposal brought to the Faculty Senate must be considered for a minimum of two months prior to voting to allow time for discussion and comment by faculty.

**to the Bylaws)** receiving positive votes from greater than 50 percent of the participating university faculty shall be submitted with vote tallies from the Faculty Senate vote and the University Faculty vote to the Vice President for Academic Affairs.

Any recommendation **(including proposed amendments to the Bylaws)** receiving positive votes from 50 percent or less of the participating university faculty shall be returned to the Faculty Senate for further consideration.

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#### **Section 2**

Emergency meetings shall require a written notice delivered to the University Faculty at least 24 hours in advance.

#### **Section 3**

Except in cases of emergency, meetings will be held as regularly scheduled.

#### **Section 4 - Change to:**

The presence of a simple majority of voting members **of the Senate** shall constitute a quorum. **Any proposal (formal, informal, procedural, or a proposed amendment to the bylaws) to be voted on by the Faculty Senate shall require the presence of a quorum.**

#### **Section 5 - Change to:**

Every **formal** proposal **(including proposed amendments to the bylaws)** brought to the Faculty Senate must



<p><b>Section 6</b></p> <p>Proposals require a vote from two thirds of Faculty Senate members present to become recommendations. All voting must be anonymous, preferably electronic.</p> <p>Any proposals receiving votes from less than two thirds of Faculty Senate members present shall be returned to the body submitting the proposal.</p> <p>Every recommendation passed by the Faculty Senate shall, within two weeks, be presented electronically to the University Faculty for vote.</p> <p><b>ARTICLE VIII</b> Committees</p> <p><b>Section 1</b></p> <p>Authorized voting membership in faculty committees shall consist of at least one</p>	<p>be considered for a minimum of two months prior to voting to allow time for discussion and comment by faculty. <b>Informal or procedural proposals considered by the Senate are exempt from this rule and can be brought forward for an immediate vote of the Senate during the meeting in which the informal or procedural proposal is brought.</b></p> <p><b>Section 6 - <u>Change to:</u></b></p> <p><b>Formal</b> proposals require <b>an affirmative vote</b> from two-thirds of <b>the Faculty Senators</b> present to become recommendations. All voting <b>on formal proposals (including voting on proposed amendments to the bylaws)</b> must be anonymous, preferably electronic.</p> <p>Any <b>formal</b> proposals receiving <b>affirmative</b> votes from less than two thirds of <b>the Faculty Senators</b> present shall be returned to the body submitting the proposal.</p> <p>Every recommendation <b>(including proposed amendments to the bylaws)</b> passed by the Faculty Senate shall, within two weeks, be presented electronically to the University Faculty for vote.</p> <p><b>Informal or procedural proposals considered by the Senate are exempt from these rules and can be passed with a simple majority of the Senators present at the vote.</b></p> <p><b>ARTICLE VIII</b> Committees</p> <p><b>Section 1</b></p> <p>Authorized voting membership in faculty committees shall consist of at least one</p>
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representative from every school along with additional members from individual departments, when necessary. Faculty committees may include additional voting members with consent of the committee.

### **Section 2**

Each school shall have the opportunity to name at least one representative for each committee.

### **Section 3**

Committee chairs may be selected by the committee or appointed by the Faculty Senate and endorsed by the committee.

### **Section 4**

The academic university committees shall include but not be limited to the following: Awards Committee, Christian Worldview Committee, Faculty Activities Committee, General Education Curriculum Committee, Standards and Evaluation Committee, and University Research Committee.

## **ARTICLE IX**

### **Parliamentary Authority**

The rules contained in the current edition of Robert's Rules of Order shall govern the Faculty Senate in all cases to which they are applicable and in which they are not inconsistent with the Bylaws and any other special rules of order this body may adopt.

## **ARTICLE X**

### **Ratification and Amendments**

### **Section 1**

The Bylaws shall become effective when adopted by a majority vote of the faculty of each school, upon recommendation of the Vice President for Academic Affairs, upon recommendation of the Provost, upon recommendation of the University President, and approval of the Board of Trustees.

### **Section 2**

Any proposed amendment to the Bylaws must be approved by a majority vote of the

representative from every school along with additional members from individual departments, when necessary. Faculty committees may include additional voting members with consent of the committee.

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### **Section 2**

Any proposed amendment to the Bylaws must be approved by a majority vote of the faculty of the originating school and must be

<p>faculty of the originating school and must be sent to the Faculty Senate for consideration. Amendments may also be proposed by the Faculty Senate.</p> <p><b>Section 3</b></p> <p>Any proposed amendment to the Bylaws shall be submitted for discussion at a meeting of the Faculty Senate at which a quorum is present.</p> <p><b>Section 4</b></p> <p>The Bylaws may be amended by a two-thirds majority vote of the voting membership of the Faculty Senate, a majority vote of the University Faculty, upon recommendation of the Vice President for Academic Affairs, upon recommendation of the Provost, upon recommendation of the University President, and upon approval of the Board of Trustees.</p>	<p>sent to the Faculty Senate for consideration. Amendments may also be proposed by the Faculty Senate.</p> <p><b>Section 3</b></p> <p>Any proposed amendment to the Bylaws shall be submitted for discussion at a meeting of the Faculty Senate at which a quorum is present.</p> <p><b>Section 4</b></p> <p>The Bylaws may be amended by a two-thirds majority vote of the voting membership of the Faculty Senate, a majority vote of the University Faculty, upon recommendation of the Vice President for Academic Affairs, upon recommendation of the Provost, upon recommendation of the University President, and upon approval of the Board of Trustees.</p>
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