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2 **GOVERNANCE**  
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1 **CHAPTER 1. FACULTY GOVERNANCE AND PARTICIPATION IN**  
2 **GOVERNANCE**

3  
4 **1.1 Principles of Governance**

5  
6 Within general university norms and specific regulations of the Board of Trustees and the university  
7 President, faculty members participate in governance on an institution-wide basis and in the particular  
8 academic units with which they are affiliated.

9  
10 Faculty initiative and participation in governance are a vital part of academic life. Moreover, the general  
11 well-being of the university is dependent on the time and talents the faculty contribute in the roles of  
12 decision makers and consultants.

13  
14 Faculty participate in all areas of university governance. They have primary responsibilities over  
15 academic and scholarly activities, faculty personnel matters, and education interests and policies. They  
16 have participatory or advisory responsibilities in other areas.

17  
18 Full-time faculty members who are not on special appointment are expected to participate in governance  
19 as a normal faculty obligation. Consequently, only for sufficiently serious reasons may they refuse  
20 appointments or active service on various committees or in their departments. Part-time faculty members  
21 and full-time faculty members on special appointment may be invited to participate in certain governance  
22 processes to the extent that their time and other responsibilities permit.

23  
24 As a general rule, full-time faculty members are entitled to participate and vote in decisions made in the  
25 academic departments, schools, and colleges with which they are affiliated. Some matters before a  
26 department, school, or college such as promotion and tenure, may be restricted to the deliberation of a  
27 limited number of faculty.

28  
29 **1.2 Governance Structure**

30  
31 The faculty of DePaul University shall bear its share of responsibility of shared governance according to  
32 the following principles.

- 33  
34 1. DePaul University is a community sharing a common interest in the welfare of the institution.  
35 2. DePaul is a university community which has adopted this country's tradition of collegial  
36 governance. The university's own philosophy encourages faculty and staff to be concerned with  
37 university-wide issues, to prevent barriers from separating different divisions of the university,  
38 and otherwise to work for a type of unity that the term "community" implies.  
39 3. As a corporation, the university has a formal structure of governance described principally by its  
40 Charter and Bylaws. The latter document assigns certain responsibilities and authority to the  
41 Board of Trustees and to particular officers of the university, but it assumes that much of the  
42 authority will be shared by a process of delegation.

- 1 4. For the university to be well governed, the diverse interests and perspectives of faculty, staff,  
2 students, and administration must be considered and incorporated in a timely fashion in the  
3 decision-making processes of the institution.
- 4 5. By tradition and training, the faculty are expected to make judgments about the academic  
5 integrity of the curriculum and the professional requirements of faculty status. Therefore,  
6 curriculum, academic programs, and faculty status questions shall be considered primary  
7 responsibilities of the faculty. It is understood that in order to carry out these responsibilities, the  
8 faculty will work closely with the academic administrators and the officers of the university.  
9 They will also seek the advice of students, part-time faculty, and staff. While the President and  
10 the Board of Trustees have the authority to reverse the decision of the faculty regarding their  
11 primary responsibilities, it is expected that they would do so only in exceptional circumstances  
12 and would communicate the reasons to the faculty.
- 13 6. Faculty governance regarding academic programs, curriculum, and faculty status regularly takes  
14 place through departments, programs, colleges, and schools. Primary governance of those bodies  
15 shall reside within the bodies. Some institutional mechanism is required for university faculty to  
16 make decisions on all educational matters and policies regarding faculty status which concern  
17 more than one college or school or which are otherwise of general interest.
- 18 7. Needed, too, is a mechanism for the university faculty to make recommendations to the president  
19 and the provost regarding matters outside the primary responsibilities of the faculty.

20  
21 The Faculty Council has been established to ensure full and equal participation of faculty in university  
22 governance.

### 23 24 ***1.2.1 Primary Responsibilities of the Faculty***

25  
26 The faculty is vested with primary governance responsibility of academic and scholarly activities and  
27 faculty personnel matters within the university, including the following:

- 28
- 29 1. Curriculum matters, including establishment, dissolution, and substantial changes of degree  
30 programs; and reorganization of the general university academic structure.
- 31 2. Academic freedom, including rights and responsibilities.
- 32 3. Standards and procedures concerning faculty promotion, tenure, appointments, retention, and  
33 performance.
- 34 4. Adjudication of grievance and disputes in all matters involving a faculty member or members.
- 35 5. Standards and procedures concerning instruction.
- 36 6. Regulations regarding attendance, examinations, grading, scholastic standing, honors, and general  
37 admission and graduation standards.
- 38 7. Matters pertaining to research, and to scholarly and creative activities.
- 39 8. Academic principles underlying the academic calendar.
- 40 9. In general, any educational interests and policies.

1 **1.2.2 Participatory Responsibilities**  
2

3 The faculty will advise or otherwise participate regularly with the administration and other appropriate  
4 bodies in university matters including the following:

- 5
- 6 1. Establishment of university priorities.
- 7 2. Formulation of policy with regard to allocation and utilization of the university’s human, physical  
8 and fiscal resources and the principles underlying the development of the budget.
- 9 3. Oversight of administrators, establishment or dissolution of administrative offices, and major  
10 changes in administrative structure.
- 11 4. Establishment of policies for the regulation of inter-collegiate athletes.
- 12 5. Recommendation of candidates for honorary degrees.
- 13 6. The establishment or elimination of colleges, schools, or local academic unit.
- 14 7. Conducting of commencement exercises and honors convocations.
- 15 8. Other matters inseparably associated with traditional faculty responsibilities.
- 16 9. Any matters of interest to the faculty or pertaining to the university and its purpose.
- 17

18 **1.3 The Faculty Council and Its Delegated Authority**  
19

20 The authority of the faculty to carry out its responsibilities for university-wide issues is delegated to the  
21 Faculty Council, except when a meeting of the Council of the Whole is held at the call of the university  
22 president, the provost, the Faculty Council, or on written petition to the Faculty Council by at least fifty  
23 full-time members of the faculty.  
24

25 For the purposes of this Council’s representation, the university’s regular full-time faculty consists of all  
26 tenure-line and term faculty and excludes the president, the provost, the university’s vice presidents, the  
27 deans of the colleges or schools, and other faculty members whose roles in the judgment of the President  
28 of the Faculty Council, are predominantly administrative.  
29

30 **1.3.1 Members of the Faculty Council**  
31

32 All full-time faculty shall have representation on Faculty Council through voting representatives elected  
33 at the college level; all adjunct faculty shall have representation on Faculty Council through a voting  
34 adjunct faculty member, appointed from and by the current membership of the Adjunct Faculty Advisory  
35 Committee (AFAC, formerly, the Workplace Environment Committee [WEC]). The adjunct faculty  
36 representative, appointed by the AFAC, may vote on all issues before the Council except for matters  
37 related to tenure-line faculty promotion and tenure. The overall size of Faculty Council, the number of  
38 seats for members and alternates, and the distribution of those seats by college shall be determined by  
39 Faculty Council according to its bylaws.  
40

41 Members shall be elected by the full-time faculty of the various colleges and schools respectively. The  
42 term for a regularly elected member of Faculty Council shall be from July 1<sup>st</sup> of the calendar year in  
43 which the member is elected until June 30<sup>th</sup> of the calendar year in which their term expires. Each  
44 calendar year, unit elections for the regular seats and alternate seats held by members whose terms expire

1 in that year shall take place on or after April 1<sup>st</sup> and at least two weeks prior to the June Faculty Council  
2 meeting so that the results can be reported to the chair of the Committee on Committees for presentation  
3 at the June meeting of the Council. Members elected at that time shall begin their terms on July 1<sup>st</sup> of that  
4 year.

5  
6 Council members shall hold office for three years with staggered terms so that one-third of the  
7 membership is eligible for election each year. The office of a Council member shall become vacant on  
8 incapacity, resignation, or the absence of said council member from the meeting of the Council for four  
9 consecutive months. The college dean shall call a special election to fill an existing vacancy.

10  
11 Alternate members shall hold office for one-year terms. In the event of an anticipated absence of a  
12 council member from a Council meeting, the council member shall designate an alternate to participate in  
13 their stead with full rights of a Council member.

14  
15 The Faculty Council Committee on Committees shall review the composition of Faculty Council  
16 membership by February 29<sup>th</sup> of every leap year and make a recommendation to Faculty Council during  
17 the subsequent March meeting to maintain or adjust the composition of membership to take effect for the  
18 coming academic year.

### 19 20 ***1.3.2 Officers of the Faculty Council***

21  
22 The Council shall elect a president as presiding officer, a vice president, a secretary, and communication  
23 officer from among its elected members. These officers may be from any school or college. An  
24 additional officer shall be the chair of the Committee on Committees, who shall be elected from among  
25 the COC members themselves, subject to the approval of Council.

26  
27 The Council president shall represent Council in university business that Council deems appropriate.  
28 The Council president shall call the monthly meetings of Council, preside over Faculty Council Executive  
29 Committee meetings, and otherwise organize the business of Council in consultation with the other  
30 officers. The Council president does not vote on Council resolutions except to break a tie vote or to  
31 create a tie vote. In the case of secret ballot, the president may vote on all matters on the secret ballot.

32  
33 The vice president shall represent Council in university business deemed appropriate or in instances in  
34 which the president is unable to attend. The vice president shall be the working liaison between Council  
35 and specific standing committees as designated by the president and shall organize the Faculty Council  
36 Executive Committee meetings.

37  
38 The secretary shall keep the minutes at the Council meetings; schedule, send notice to attend, and  
39 distribute materials for meetings; maintain the archival records of Council; and report findings or  
40 decisions of Council to the appropriate administrative bodies for action.

41  
42 The communication officer shall exercise communication between Faculty Council and Faculty, monitor  
43 and update the Faculty Council website, and assist the Council secretary when needed.

1 The chair of the Committee on Committees shall organize the appointment of faculty (subject to  
2 Council's approval) to all faculty slots on university and Council committees. The Committee on  
3 Committees chair shall maintain the records of current and previous faculty appointments, oversee the  
4 process of Council elections in the various colleges, and perform other organizational duties as designated  
5 by the president and the Faculty Council Executive Committee.

6  
7 The duties of Faculty Council officers are further specified in Faculty Council's bylaws.

8  
9 The president, vice president, secretary, and communication officer of the Council shall be elected at each  
10 June meeting. It is not precluded, but it is also not an assumption, that the vice president will necessarily  
11 succeed the president. Terms for all officers are one year, subject to re-election. The president and vice  
12 president must collectively represent at least two (2) colleges or schools. There shall be no more than two  
13 (2) representatives from the same college among the five Faculty Council officers. Should any officer be  
14 unable to fulfill their term, the Committee on Committees shall determine by next Council meeting a  
15 proper process for succession.

16  
17 ***1.3.3 Meetings of the Council***

18  
19 The Council shall generally meet on the first Wednesday of each month during the academic year  
20 (September through June, inclusively), and as needed at the call of the president of the university, the  
21 provost, the Faculty Council president, or at the call of the majority of the Council members. Minutes of  
22 each meeting shall be posted promptly on the FC website by the Council secretary.

23  
24 At least five days before every meeting, the Council secretary shall send to Council members notice of the  
25 forthcoming Council meeting, together with documents pertaining to the agenda of the meeting, including  
26 the text of any proposed legislation.

27  
28 ***1.3.4 Notice to the Faculty of Council Meetings***

29  
30 The Council secretary shall post to Council's website and send notice and agenda of each meeting of the  
31 Council to all faculty members, together with documents pertaining to the agenda of the meeting,  
32 including the text of any proposed legislation.

33  
34 ***1.3.5 Conduct of Meetings***

35  
36 The presence of 50% or more of the voting eligible members of the Faculty Council shall constitute a  
37 quorum of the Council.

38  
39 Decisions are to be made by majority vote of the Council members present, provided that the votes in  
40 favor of a resolution shall number more than one-third of the voting eligible members.

41  
42 All faculty members may attend meetings of the Council, excluding executive sessions. Chairs of  
43 committees of the Faculty Council may offer motions and speak on behalf of their committees.

1 The Council may, by decision of the president or a majority of the Council members present, permit other  
2 persons not on the Council to speak on agenda items.

3  
4 An executive session may be called by the president of the Faculty Council at their discretion, which may  
5 be overruled by a majority of the Faculty Council members present. Sessions dealing with matters  
6 involving the right to privacy of individuals normally shall be executive sessions. Executive sessions  
7 may be used for obtaining information and for deliberation; but final policy decisions shall be made in  
8 open Faculty Council meetings.

9  
10 **1.3.6 Communication of Decisions**

11  
12 All decisions and recommendations of the Faculty Council shall be forwarded to the president of the  
13 university (or the provost as designee) for approval.

14  
15 In the event the president of the university (or the provost as designee) disapproves any Faculty Council  
16 decision or recommendation, the president (or provost as designee) shall communicate the reasons to the  
17 Faculty Council.

18  
19 **1.3.7 Responsibility to the Faculty**

20  
21 The Council secretary shall regularly send a summary of Council's actions to the provost and post to  
22 Council's website all records of actions and responses from the university president (or provost as  
23 designee).

24  
25 The Council communication officer shall regularly send communiques to all faculty keeping them  
26 informed on the Council's actions and discussions, send updates from the Council's officers, manage and  
27 update the Council website that serves as the communication hub for all faculty.

28  
29 At the request of a majority of voting members present at a Faculty Council meeting, but no fewer than  
30 one-third of Council's total voting membership, any matter must be submitted to the faculty for  
31 consideration. The Council shall establish the manner by which the faculty shall vote by mail, electronic  
32 ballot or otherwise on any such matter. A vote by the majority of the full-time faculty members of the  
33 university shall be binding on the Faculty Council.

34  
35 **1.3.8 Conduct of Meetings of the Council of the Whole**

36  
37 Twenty-five (25) percent of full-time faculty members shall constitute a quorum of the Council of the  
38 Whole. Meetings of the Council of the Whole shall be chaired by the president of the Faculty Council.  
39 Decisions of the Council of the Whole shall be made by a majority of the full-time faculty members  
40 present, subject to ratification by a vote of the majority of all full-time faculty members in a special mail  
41 or electronic ballot.

1 **1.4 Committees of the Faculty Council**  
2

3 The Faculty Council is empowered to establish committees of the Faculty Council. The Faculty Council  
4 appoints the members of the Committee on Committees from among the members of Faculty Council.  
5

6 Membership on other Faculty Council committees is not limited to Faculty Council members. The  
7 Faculty Council shall prescribe the terms of office for members of all committees. In the case of standing  
8 committees, the terms of office shall normally be staggered to permit a reasonable degree of continuity.  
9

10 The Faculty Council shall prescribe the duration of any ad hoc committees. Any standing or ad hoc  
11 committee which fails to meet or does not otherwise act or file a report for a period of one year shall be  
12 discontinued automatically.  
13

14 Each committee of the Faculty Council shall select its own chair. With the approval of the Committee on  
15 Committees, each committee may appoint subcommittees from its own members or from among other  
16 members of the full time and part time faculty and such members of the administration, staff, and students  
17 as shall be helpful in its deliberations.  
18

19 The standing rules and operating procedures for Faculty Council committees and subcommittees are  
20 further specified in Council's bylaws.  
21

22 ***1.4.1 General Duties of Committees***  
23

24 Committees shall recommend to the Faculty Council new policies and changes in policies in their areas of  
25 responsibility.  
26

27 They shall receive and consider proposals in their areas of responsibility from the Faculty Council, the  
28 administration, Student Government Association, staff, and other relevant sources. Committees shall  
29 present their recommendations to the Faculty Council. In their deliberations, committees and  
30 subcommittees shall seek advice, information, or materials from other members of the university  
31 community.  
32

33 They shall review annually sections of the Faculty Handbook pertaining to their areas of concern and  
34 make recommendations for revision.  
35

36 They shall meet frequently and maintain liaison with appropriate committees and groups established by  
37 the academic units, the Student Government Association, the Staff Council, and other university  
38 constituencies.  
39

40 ***1.4.2 Standing Committees of the Faculty Council***  
41

42 Currently the Faculty Council has seventeen (17) standing committees. Committee charges are detailed in  
43 Council's bylaws:  
44

- 1 • Committee on Academic Policy (CAP)
- 2 • Committee on Committees (COC)
- 3 • Committee on Curriculum and Programs (CCP)
- 4 • Committee on Equity, Inclusion, and Diversity (CEID)
- 5 • Committee on Learning and Teaching (COLT)
- 6 • Committee on Online Learning (COOL)
- 7 • Committee on Research Policy (CORP)
- 8 • Committee on Term Faculty (CTF)
- 9 • Committee on the Status of Faculty (SOF)
- 10 • DePaul Health Committee (DHC)
- 11 • Faculty Committee on Appeals (FCA)
- 12 • Faculty Council Budget Committee (FCBC)
- 13 • Faculty Council Executive Committee (FCEC)
- 14 • Faculty Council Handbook Committee (FCHC)
- 15 • Liberal Studies Council (LSC)
- 16 • Physical Environment Committee (PEC)
- 17 • Promotion and Tenure Policy Committee (PTPC)

18

### 19 **1.5 University Committees with Faculty Representation**

20

21 University committees dealing with matters in which the faculty have governance responsibility or  
22 interest shall have faculty representation. Faculty representatives on such committees shall be responsive  
23 to the Faculty Council to the extent appropriate.

24

25 To the extent that any boards or committees not under the auspices of the Faculty Council address areas  
26 of primary faculty responsibility and report directly to the university president or other university officers,  
27 those boards or committees shall be subject to the policies of the Faculty Council and to review by the  
28 Faculty Council.

29

30 Faculty are represented on the following university committees and boards:

31

- 32 • 403(b) Investment and Plan Administrative Committee
- 33 • Academic Advising Award Committee
- 34 • Academic Affairs Committee - Board of Trustees
- 35 • Academic Integrity Board
- 36 • Academic Integrity Student Consultants
- 37 • Academic Program Review Committee
- 38 • Adjunct Faculty Advisory Committee (AFAC)
- 39 • Campus Recreation Advisory Committee
- 40 • Campus Violence Prevention Committee
- 41 • Committee on Conflict of Interest in Sponsored Programs
- 42 • Comprehensive Internationalization Committee
- 43 • Continuing and Professional Education Advisory Committee

- 1 • Faculty Campaign Advisory Committee
- 2 • Faculty Grievance Board
- 3 • Grade Challenge Review Board
- 4 • Human Dignity Committee
- 5 • Institutional Animal Care and Use Committee (IACUC)
- 6 • Institutional Biosafety Committee (IBC)
- 7 • Institutional Review Board for the Protection of Human Subjects (IRB)
- 8 • Issues Review Board (for staff grievances)
- 9 • Library Review Board
- 10 • Public Service Council
- 11 • Quality of Instruction Council (QIC)
- 12 • Sexual Violence Prevention and Response Group
- 13 • Speech and Expression Advisory Committee
- 14 • Strategic Resource Allocation Committee (SRAC)
- 15 • Student Organization Speaker Review Committee
- 16 • Teaching Learning and Technology Committee
- 17 • Tuition Pricing Committee
- 18 • University Athletic Board
- 19 • University Benefits and Compensation Committee
- 20 • University Board on Promotion and Tenure (UBPT)
- 21 • University Hearing Board
- 22 • University Honors Program Committee
- 23 • University Research Council (URC)
- 24 • University Student Access Committee

25

## 26 **1.6 Amendment of the Faculty Handbook**

27

28 The Faculty Handbook may be amended by the faculty. Changes to the Faculty Handbook take effect  
29 when accepted by the university president.

30

31 The Faculty Handbook may be amended in either of two ways:

32

- 33 1. By the affirmative vote of least sixty percent (60%) of the members of the Faculty Council  
34 present at the meeting, provided that those votes represent at least 50% of the total Faculty  
35 Council membership; or
- 36 2. By submission of a proposed amendment over the signature of 10% of the regular full-time  
37 faculty as a whole for ratification. The Committee on Committees will then task a committee to  
38 oversee a referendum within 14 days. The amendment will be approved if a majority of the full-  
39 time faculty cast referendum ballots and if at least two-thirds of the faculty members casting  
40 ballots vote in favor of the amendment.