



# Faculty Alliance Constitution

## Article 1. Intent

It is the intent of the UA Board of Regents: 1) that the faculty shall share in the governance of the university, 2) that shared governance is an integral part of the business of the university, and 3) that participators in shared governance are empowered by the UA Board of Regents to carry out their governance responsibilities to the best of their abilities without interference or fear of reprisal.

## Article 2. Name

The UA Board of Regents hereby establishes a mechanism for faculty system governance consisting of the Faculty Alliance, hereinafter "alliance."

## Article 3. Authority, Purposes, and Responsibilities

### A. Authority

The Faculty Alliance receives its authority by policy 03.01.01 of the University of Alaska Board of Regents which derives its authority from the constitution and statutes of the State of Alaska. The alliance shall carry out its functions subject to the authority of the UA Board of Regents and the ~~President of the University~~ UA president.

### B. Purposes

#### 1. Representation

To provide official representation for the faculty of the University of Alaska in matters which affect the general welfare of the ~~U~~niversity system and its educational purposes and effectiveness.

#### 2. Consultation

To provide consultation to the ~~President of the University~~ UA president and the ~~B~~board of Regents regents.

#### 3. Communication

To serve as an instrument by which information which is of interest and concern to the university system faculty may be freely collected, disseminated, coordinated, and discussed.

### **C. Responsibilities**

The alliance recognizes the faculty of the individual academic major administrative units as having the primary responsibility and authority for recommending the establishment of degree requirements; implementing the degree requirements; establishing the curriculum, the subject matter and methods for instruction; determining when established degree requirements are met; and recommending to the ~~President~~ UA president and the ~~Board~~ board of ~~Regents~~ regents the granting of degrees thus achieved. The alliance shall have advisory and coordinating role in academic affairs; no action of the alliance shall abridge individual academic major administrative unit's authority in academic matters.

When issues have statewide impact, the responsibilities of the alliance may include, but are not limited to, coordination on matters relating to academic affairs such as academic program review; the addition, deletion or merging of academic programs; curriculum; subject matter and methods of instruction, those aspects of student life relating to the educational process such as degree requirements, grading policy, course coordination and transfer, student probation and suspension, standards of admission and scholastic standards; and faculty welfare issues, including, but not limited to compensation, benefits, appointments, reappointments and termination, workload, promotions, the granting of tenure, dismissal, ethics, and other matters affecting the faculty, the general welfare of the university and its educational purposes and effectiveness.

Representatives shall promote maximum dissemination of information to local faculty governance groups before voting in the alliance.

## **Article 4. Membership and Organization**

### **A. Membership**

The membership of the alliance shall consist of three faculty members from each of the faculty senates at the University of Alaska Anchorage, University of Alaska Fairbanks and University of Alaska Southeast. The members include the incoming president, the president and the past-president.

If a faculty alliance can no longer serve then the faculty senate of that university shall appoint that person's replacement.

### **B. Selection**

Representatives to the alliance shall be selected in such a manner as prescribed by local faculty senates.

### **C. Term of Service**

The term of service shall be ~~one year~~ three years.

## D. Recall of members

Any member may be recalled by the faculty senate by which the member was chosen. The method of recall shall be determined by the local faculty senate. That faculty senate shall select a replacement to complete the term of office.

## E. Officers

Alliance officers include the chair and ~~chair-elect~~ incoming chair.

### 1. ~~Elections~~ Chair Rotations

~~The chair and chair-elect shall be elected by and from the voting membership by a majority vote, with at least one vote from each MAU required. The chair and the chair-elect shall be from different major academic units.~~ The chair shall rotate among the Faculty Senate past-presidents from each university: UAA, UAF and UAS, or be delegated to the next chair in rotation, or to his or her designee. The chair position shall rotate to each ~~major academic unit~~ university in sequence so that the chair is located at each ~~major academic~~ university ~~unit~~ every third year. This is subject to the approval of the majority of Faculty Alliance.

### 2. Duties

The chair shall serve as the official spokesperson for the Faculty Alliance. The chair shall a) preside over all meetings of the alliance b) represent the alliance, except that the spokesperson be required to present majority and minority opinions regardless of personal opinion. The ~~chair-elect~~ next chair in rotation shall carry out the duties of the chair in the chair's absence.

The ~~chair-elect~~ next chair in rotation shall become chair at the beginning of the next term of the alliance.

## F. Task Forces

The alliance may establish task forces independently or in response to requests of the UA Board of Regents or the ~~President of the University~~ UA president, to consider complex system wide issues relating primarily to academic matters or faculty welfare issues. Issues and suggestions of the task force, from whatever source, shall be referred to local faculty senates before formal action occurs at the alliance level.

## Article 5. Meetings

### A. Regular and special meetings

The alliance shall have ~~four regular~~ monthly meetings during the academic year. At least once per semester, the alliance shall meet with the president of the university system to identify system issues and plan for the coming year. Special Faculty Alliance meetings may be called by the UA Board of Regents, the UA ~~President~~ president of the University,

the alliance chair, or on petition of one-third of the membership.

## **B. Voting**

Voting shall be by simple majority of the full voting membership to include at least one member from each MAU university, except for amendments to the alliance constitution or bylaws. Amendments to membership rights require a unanimous vote.

Representatives may defer voting pending action by local faculty senates on the issue.

## **Article 6. Quorum**

A minimum of a simple majority of the voting membership to include at least one member from each MAU shall constitute a quorum.

## **Article 7. Parliamentary Authority**

The parliamentary authority shall be the latest edition of Robert's Rules of Order.

## **Article 8. Constitutions and Bylaws, Amendments, Approval**

### **A. Constitutions and bylaws**

The constitution and bylaws, once passed by the alliance, shall be transmitted to the UA president for approval. Copies of the Faculty Alliance constitution and bylaws shall be maintained in the system governance office.

### **B. Amendments; distribution prior to voting**

Amendments to the constitution and bylaws shall be sent to alliance members and to the local faculty senates at least 30 days prior to the alliance meeting at which they will be considered. Amendments to the constitution require seven alliance member votes.

## **Article 9. Review and Transmittal of Proposals**

The review and transmittal of actions from the alliance shall be done according to Regulation 03.01.010

## **Article 10. Presidential Action on Recommendations**

If the UA president determines that UA Board of Regents action is warranted as a result of a governance recommendation, including, but not limited to changes to Regents' Policy, the governance item is placed on the regents' agenda for discussion or action as appropriate and the sponsoring governance leader(s) are invited to participate in the discussion of the issue.

Spokespersons for governance groups may also present their views directly to the board of regents in accordance with board procedures.

## **Article 11. Handbook**

The Faculty Alliance shall annually submit a directory of alliance members, a description of the alliance and how it works, and the annual alliance calendar to the system governance executive officer for inclusion in the governance handbook. This handbook shall be distributed to the UA Board of Regents and to the shared governance groups.

## **Article 12. Reports**

The alliance chair or designee shall prepare a report of alliance activities. This report shall be submitted to the system governance executive officer for compilation into a single report of governance activities for submission to the UA president and the board of regents as part of the agenda for regular board of regents meetings. The system governance executive officer shall also maintain alliance electronic and written communications systems.



# Faculty Alliance Bylaws

*Amendments passed November 16, 2007*

## Section 1. Membership (Constitution Article 4.)

### A. Voting membership

The voting membership shall consist of ~~three members of the faculty~~ Faculty Alliance selected ~~by the UAA Faculty Senate, three faculty selected by the UAF Faculty Senate and three members selected by the UAS Faculty Senate. Representatives to the alliance shall be selected in such a manner as prescribed by local faculty senates.~~

### B. Corresponding with the alliance

Incoming correspondence to the alliance shall be addressed and sent to the alliance chair with a copy to the system governance executive officer. All outgoing alliance correspondence shall be sent with the approval of the alliance chair.

### C. Task Forces

#### 1. Membership

The UAA and UAF and UAS faculty senates shall nominate representatives to serve on ~~Alliance~~ alliance task forces. The alliance shall endeavor to ensure that there is at least one task force representative from each academic ~~MAU~~ university.

Requests to the alliance for nominations to task forces established by the Board of Regents, the president of the university system, or others within the university community shall be relayed by the alliance to the UAA, UAF and UAS Faculty Senates. The leaders of these groups shall submit nominations to the alliance. The alliance shall forward the list of nominees to the person requesting nominations.

#### 2. Charge

The task force charge should be clearly stated, should accompany any requests to the ~~Alliance~~ alliance or from the ~~Alliance~~ alliance to appoint or nominate faculty representatives. The ground rules for establishing each task force will be determined by the Faculty Alliance. ~~, and should include where known:~~

~~a. Scope of the issue to be considered;~~

~~Role of the task force, an estimate of the amount of work involved, the~~

~~resources allocated to the task; force to complete its task, and the timelines within which the task force is expected to complete its work;~~

- ~~(c) A process for selecting members mutually agreed upon by the alliance and the party establishing the task force, with the recognition that alliance appointments are dependent on faculty senate interest in the issue. The alliance appointees to the task forces will be required by the alliance to represent the views of the faculty from all three universities;~~
- ~~(d) The relationship of the task force to the alliance and to the faculty senates mutually agreed upon by the alliance and the party establishing the task force;~~
- ~~(e) Methods and process the task force will be using to communicate its progress to governance mutually agreed upon by the alliance and the party establishing the task force.~~

#### NEW SECTION - Summer and/or Off-Contract Compensation

(Need to compose paragraph referring to the proposed funding for work conducted off-contract)

## **Section 2. Meetings (Constitution Article 5.)**

### **A. Public meeting notice**

The alliance chair shall prepare the public meeting notice in conjunction with the system governance executive officer.

Public meeting notices for regular meetings shall be distributed to the university community and posted on the alliance web site at least ten days prior to the meeting. Notice shall be distributed and posted at least 24 hours in advance for special meetings.

### **B. Deadline for submitting agenda items**

Deadlines for receiving agenda items shall be set by the alliance spokesperson no later than ten days prior to regular Alliance meetings and these deadlines shall be distributed by the system governance executive officer to administration, the [UA](#) Board of Regents and the university community.

### **C. Agendas**

The agendas of each regular meeting shall include a standing agenda item for interaction with the Systemwide Academic Council.

The agendas of each regular meeting or special alliance meeting shall be distributed to the alliance membership by the system governance executive officer at least five working days prior to the meeting. The executive officer shall submit a written explanation for any

exception.

The alliance chair shall prepare the agenda in conjunction with the system governance executive officer, and approve the final agenda before distribution.

#### **D. ~~Recording meetings~~ Meeting Records**

The alliance and its committees and task forces shall record meetings and create written minutes, except for those times when the alliance meets in executive session.

Audio/Visual Records records of the meeting shall be preserved for at least ~~three years~~ one year and shall be available to the public upon request.

The minutes of all meetings shall include all actions taken by the alliance, shall be prepared and distributed no later than seven days after the meeting, shall be made available to alliance members and the public, ~~and~~.

Hard copies of alliance agendas and minutes shall be kept in the System Governance Office for ten years. The electronic files will be available in the institutional repository provided by the Elmer E. Rasmuson Library and linked to the System Governance website.

~~E. shall be posted on the alliance web site.~~

#### **F.E. Open meetings**

All alliance meetings are open to all members of the university and the general public; however, only alliance members may participate in the meeting unless the rules for participation in a meeting are suspended by a two-thirds vote of the members present.

#### **G.F. Executive session**

The alliance may meet in executive session at any meeting when the subject to be discussed tends to prejudice the reputation or character of any person, or when the subject under discussion includes matters which are required by law or university policy or regulations to be held confidential. The portions of a meeting spent in executive session shall not be recorded.

#### **H.G. Roll call vote**

A roll call vote shall be ordered if requested by one-third of the members present.

#### **I.H. ~~Teleconference and video conferenced meetings~~ Meeting Format**

Any regular or special alliance meeting may be conducted by ~~any teleconference or video conference.~~ communication technology.

### **Section 3. Quorum (Constitution Article 6.)**

#### **A. Alternates Procedure for voting by proxy**



~~When alliance members cannot attend a meeting, they shall make every effort to send an alternate and shall advise the alliance spokesperson prior to the meeting if this is not possible. Voting by proxy is prohibited.~~

When alliance members cannot attend a meeting, they shall advise the alliance chair prior to the meeting. The absent member may designate another alliance member to vote as his/her proxy, and must notify the alliance chair of this in advance of the meeting an email or written format.

## **Section 4. Parliamentary Authority (Constitution Article 7)**

### **A. Time limit on speaking**

The alliance chair may set time limits on each agenda item. No speaker shall then speak for more than the fixed number of minutes on any one topic unless more time has been granted in advance. The time limit may be extended by a two-thirds vote of the members present.

## **Section 5. Amendments to the Bylaws (Constitution Article 8)**

### **A. Written submission**

Amendments to the bylaws must be presented in writing by voting members of the alliance to the alliance chair at least two weeks before the meeting at which they will be considered.

### **B. First reading and action**

Amendments shall have first reading and discussion at the first meeting after they have been received by the alliance chair. Amendments may then be voted at the same meeting or postponed for further consideration.

### **C. Voting on amendments**

Amendments shall be by a simple majority of a quorum of the membership, and at least one member from each university must be in agreement.

### **D. Submission to the president**

Within ten days after the meeting at which amendments were approved by the alliance, he executive officer shall forward them to the ~~President of the University~~UA president with a request for response within 30 days.