



# Faculty Alliance Constitution

## **Article 1. Intent**

It is the intent of the University of Alaska 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 UA 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 University of Alaska 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 university system and its educational purposes and effectiveness.

#### **2. Consultation**

To provide consultation to the UA Summit Team, UA vice president for Academics, Students & Research, UA President and the UA Board of

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 universities 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 UA President and the UA Board of 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 university'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 representatives are the incoming president, the president, and the past-president of each faculty senate.

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

## **B. Selection**

Incoming presidents, presidents, and past presidents of faculty senates serving on the Faculty Alliance shall be selected in such a manner as prescribed by local faculty senates.

## **C. Term of Service**

The term of service shall be three years: year one as incoming president of a faculty senate, year two as president of a faculty senate, and year three as past president of a faculty senate.

## **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 the next chair in rotation.

### **a. Chair Rotations**

The chair shall rotate among the Faculty Senate past-presidents from each university: UAA, UAF and UAS. The chair position shall rotate to each university in sequence so that the chair generally is located at each university every third year. This is subject to confirmation of the majority of Faculty Alliance. If for any reason the chair in rotation is unable or unwilling, or not confirmed to serve, the next chair shall be elected by a majority of the Faculty Alliance. The regular rotation shall resume following the term of the chair thus elected.

### **b. 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 next chair in rotation shall carry out the duties of the chair in the chair's absence.

The next chair in rotation shall become chair at the beginning of the next term of the Alliance. Terms begin at the May Faculty Alliance regular meeting each year.

## **F. Task Forces**

The Alliance may establish task forces independently or in response to requests of the UA Board of Regents or the 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 meetings at least once per month during the academic year. At least once per semester, the Alliance shall meet with the UA President 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, the Alliance chair, or on petition of one-third of the membership.

### **B. Voting**

Voting shall be by simple majority of the total membership, to include at least one member from each university, except for amendments to the Alliance constitution.

A representative who will be absent from an Alliance meeting may designate another Faculty Alliance member as a proxy for the purpose of voting during that meeting by providing advance written notice to the Chair of the Faculty Alliance.

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 university shall constitute a quorum.

## **Article 7. Parliamentary Authority**

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

## **Article 8. Amendments to the Constitution**

### **A. Constitution Approval**

The constitution, once passed by the Alliance, shall be transmitted to the UA President for approval. A copy of the Faculty Alliance constitution shall be

maintained in the System Governance Office.

#### **B. Amendments to Constitution; Distribution prior to Voting**

Amendments to the constitution 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 UA 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 posted online and publically available.

### **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 UA 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

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

#### **A. Voting Membership**

The voting membership shall consist of members of the Faculty Alliance.

#### **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 task forces. The Alliance shall endeavor to ensure that there is at least one task force representative from each university.

Requests to the Alliance for nominations to task forces established by the UA Board of Regents, the UA President, 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, and should accompany any requests to the Alliance or from the Alliance to appoint or nominate faculty representatives. The ground rules for establishing each task force will be determined by the Faculty Alliance.

## **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 Statewide 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 as soon as practicable prior to the meeting.

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

### **D. Meeting Records**

The Alliance and its committees and task forces shall create written minutes, except for those times when the Alliance meets in executive session. 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, and shall be made available to Alliance members and the public.

Alliance agendas and minutes shall be kept in the System Governance Office.

### **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.

#### **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.

#### **G. Roll Call Vote**

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

#### **H. Meeting Format**

Regular or special Alliance meetings may be conducted by any communication technology.

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

#### **Procedure for Voting by Proxy**

When Alliance members cannot attend a meeting, they shall advise the Alliance chair prior to the meeting. Absent members may designate another Alliance member to vote as their proxy, and must notify the Alliance chair of this in advance of the meeting in 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**

#### **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 on at the same meeting or postponed for further consideration.

**C. Voting on Amendments**

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

**D. Submission to the UA President**

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