I. Functions

The Faculty of the Department of Art shall conduct the government of the Department of Art.

II. Membership

Membership in the Faculty of the Department of Art consists of those faculty members whose appointment confers membership in the Academic Senate.

III. Officers

The Chair of the Department shall be appointed by the Chancellor and in accordance with the University’s procedures. The Chair shall appoint other officers as may be needed to conduct the business of the Department.

Faculty shall meet during the Spring Quarter to discuss and vote on a candidate to be submitted to the Dean for consideration for appointment as Department Chair for the subsequent year.

IV. Meetings

The Faculty shall meet once each month or at the call of the Chair. Non-Senate faculty (Lecturers, Visiting, Adjunct or Acting Titles) may be invited to meetings and asked to consult on selected departmental issues. Student representatives may attend all meetings that the Faculty vote as appropriate.

Minutes shall be taken at all regularly scheduled meetings. Upon approval, they shall be kept on file in the Department Office.

V. Voting

Academic Personnel Actions.
  a. Appointments: Full and Associate Professors vote on all appointments that confer membership in the Academic Senate
  b. Non-reappointments and 4th year appraisals: Full and Associate Professors vote on all non-reappointments and 4th-year appraisals of Assistant Professors.
  c. Promotions
     1. To Full Professor: Full Professors vote on all promotions to Full Professor. Full Professors have extended the vote to Associate Professors (by secret ballot on 12/1/2015. 13 eligible to vote: 13 yes, 0 no, 0 abstain)
     2. To Associate Professor: Full and Associate Professors vote on all promotions to Associate Professor.
Merit Actions:
   a. Full Professors vote on all Full Professor merits. Full Professors have extended the vote to Associate Professors. (faculty meeting 12/1/2015. 13 yes, 0 no, 0 abstain)
   b. Full and Associate Professors vote on all Associate Professor merits.
   c. Full and Associate Professors vote on all Assistant Professor merits.

Five-year reviews:
   Five-year reviews are initiated by the Chair. Departmental recommendations are discussed by the Senate faculty and submitted by the Chair in a letter addressed to the Vice Chancellor of Academic Personnel and sent to the Dean for the dean’s recommendation.

Non-Senate Faculty/Adjuncts Actions:
   All Senate Faculty may vote on all personnel actions of non-Senate faculty.

Emeriti faculty:
   Emeriti faculty may not vote on personnel actions.
   Recalled Emeriti faculty may vote on substantial departmental questions.

Joint and Split Appointments.
   Joint appointments without a waiver for personnel actions and all Split Appointments follow the review and voting procedures as any other department member of the same rank.

VI. Quorum

A quorum shall consist of 50% plus 1 of Senate members. If a Senate Member is on sabbatical, ½ time, or leave, he/she will not be counted in determining the quorum. If an odd number of faculty members constitute a quorum, then ½ over 50% shall constitute a quorum.
E.g. 13 members: 6.5 + 5 = 7 for quorum.

VII. Committees

Faculty of the various specializations of the department will fulfill their administrative responsibilities in participating in the planning and effective implementation of the educational program of the department.

The Chair shall appoint committees of the Faculty, in consultation with the faculty, to conduct various aspects of Departmental business. Committees are responsible for preparing appropriate reports to be presented to the faculty for discussion and action. Final reports of committees will be made at the last faculty meeting of the year. Committees shall hold office for a term of one year from the beginning of the Fall Quarter or until successor committees are appointed thereafter.

Revised on January 28, 2016
Committees shall consist of a Chairperson and at least one other member. Faculty may be appointed to more than one committee during the academic year. The Chairperson should be experienced in the work of the committee and the committee membership should rotate as much as possible. Student representatives may be included on appropriate committees.

The regular standing committees of the Department follow. Other Committees may be established on an ad hoc basis as needed.

Curriculum/Bylaws
Fundraising
Graduate Admissions
Graduate Student Advisors
Health & Safety
Lecture Series
New Wight Gallery
Scholarships
Space Resources
Summer Programs
TA & GA Assignments
Technology
Undergraduate Admissions
Undergraduate Advisors
Undergraduate Affairs
Warner Building

In addition, members of the Faculty will be selected to serve on the Legislative Assembly of the Academic Senate and on the Faculty Executive Committee of the School of the Arts and Architecture.

VIII. Parliamentary Authority

The rules contained in Alice Sturgis’ The Standard Code of Parliamentary Procedures (4th edition, 2001), shall govern, provided that they are not inconsistent with these Bylaws or the Bylaws of the Academic Senate, or the Bylaws of the School of the Arts and Architecture.

IX. Amendment of Bylaws

The Bylaws may be amended by a two thirds majority of the Academic Senate members in a secret ballot.

X. Suspension of Rules

The rules of the Faculty may be suspended by a vote of the Faculty, provided not more than two voting members present objections to such suspension.

Revised on January 28, 2016