The departmental bylaws were discussed and voted on by the department’s tenured professors at a meeting on December 2, 2015. All five tenured members were present. All of these are full professors.

1. **Senate Faculty**: Regular (19900, line) faculty; no other senate faculty

2. **Appointments of Academic Senate Faculty**: voted on by tenured faculty only (SB 55 (B) (1)); no extensions. This is a continuation of current policy; no vote taken.

3. **Personnel actions of Full Professors**: voted on by tenured full and associate professors (SB 55 (B) (2)). Passed by secret ballot; vote of 5 in favor, 0 against, 0 abstentions.

4. **Personnel actions of Associate Professors**: voted on only by full and associate professors; no extensions have been made (SB 55 (B) (3)).

5. **Personnel Actions of Assistant Professors**: voted on only by full and associate professors; no extensions have been made (SB 55 (B) (5)). This is a continuation of current policy; no vote taken.

6. **Merit Actions**: are handled in the same way as the promotions and non-appointments are handled (SB 55 (B) (6-7)). This is a continuation of current policy; no vote taken.

7. **Standing Committees**: none

8. **Ad hoc Committees**: none
9. Emeritae/i: Recalled emeritae/i have the right to vote on “substantial departmental questions;” no extensions. Passed by secret ballot, vote 4 in favor, 0 opposed, 1 abstention.

10. 5 year reviews. The following was approved by consensus:

The Chair initiates the formation of a dossier the spring before the review takes place; in the following fall term, the dossier is discussed at a departmental discussion (“satisfactory with advancement,” “satisfactory without advancement,” or “unsatisfactory.”) The letter is read and approved by each member of the department; if necessary a second meeting is held. The faculty member under review has the right to add material as s/he sees fit. The letter is then submitted and an action plan formulated if necessary.

11. Joint Appointments: currently voted on by all tenured faculty; reaffirmed by show of hands; vote 5-0.

12. Non-senate Faculty: currently voted on by tenured faculty; policy reaffirmed by show of hands, vote 5-0.

Respectfully submitted,

John McCumber, Chair