

Purpose of Faculty Senate¹

The purpose of the Faculty Senate is to serve Dixie State University and further the fulfillment of its mission by

- providing an authoritative voice for faculty;
- working to improve the general welfare of faculty;
- fostering professionalism among the faculty;
- supporting the Academic Freedom rights of faculty, students, and the institution itself;
- promoting communication among the faculty, administrators, staff, students, and community members;
- encouraging good fellowship among the faculty.
- giving input to student affairs

Areas of Authority for the Faculty Senate²

With required approval from the University president, the Board of Trustees, and the Utah Board of Regents, the Faculty Senate has the following authoritative roles:

- Acts as an advisory body to the University President.
- Acts as advisory body to Academic Affairs and Student Affairs
- Serves as the representative body for the faculty of the institution in matters relating to shared governance in the academic administration and operation of the University. Shared governance includes meaningful participation in the following areas:
 - Curriculum, subject matter, methods of instruction, and aspects of student life that directly relate to the educational process, including requirements for degrees offered, determining when requirements have been fulfilled, and recommending when degrees are conferred.
 - Decisions regarding the general academic operations of the University, including budget to inform administrators about faculty views and communicating relevant information between the parties. It does not include decision-making outside the areas where individual faculty members have been assigned such responsibilities.
 - Formulation and revision of University policies and to make recommendations regarding the approval or disapproval of those policies.
 - Faculty employment status and related matters such as appointments, reappointments, nonrenewal of appointments, terminations, and the granting of post-probationary status.

¹ DSU Policy 640: Constitution and Bylaws of the Faculty Senate, Section 1

² DSU Policy 640: Constitution and Bylaws of the Faculty Senate, Section 2 & 4.1

Responsibilities of Faculty Senate Leadership

Representation and Reporting (2 Credits Workload³)

The Faculty Senate President and President-Elect are to represent faculty and regularly report to the following academic governing bodies:

Committees

- University Council
- Academic Council
- Deans Council
- USHE Committees
- Board of Trustees

Leadership Individuals

- University President
- Academic Provost
- Vice-President of Student Affairs

Conducting and Leading Faculty Senate (2 Credits Workload)

The Faculty Senate President and President-Elect are to conduct and lead faculty senators in the following meetings:

- Faculty Senate Executive Committee Meeting
- Faculty Senate Meetings
- Faculty Senate General Meeting

Management and Collaboration Tasks (2 Credits Workload)

The Faculty Senate President and President-Elect are to manage and collaborate on the following tasks:

Manage

- Academic Service committee population, reorganization, and distribution
- Scheduling and food order related to relative meetings
- Academic taskforces and Ad Hoc committees

Collaborate

- Teaching and Learning events
- Academic Service committees
- Hiring Committees
- HR Benefit Assessments

³ *Workload factor attributed to amount of hours performing tasks by Faculty Senate members (mostly the president and president elect)*

Senate Membership Roles

Faculty Senate Executive Committee Membership

- President
- President-Elect
- Past President
- Parliamentarian
- Secretary/Treasurer

Faculty Senate President (6 Credits/semester: 1 year term)

The following are roles and responsibilities tasked to the Faculty Senate President:

- Attend and participate in representative meetings
- Create reports for Board of Trustees and University Council
- Create agenda for Faculty Senate Executive committee
- Approve agenda items for faculty Senate meetings
- Create Faculty Senate meeting schedule for academic year
- Communicate with senators and faculty in individual and university matters
- Deliver faculty report at the State of the University address
- Co-lead General Faculty Meeting with President-Elect
- Leads the Faculty Senate Approval Meetings
- Set schedule for Fall semester meetings
- Set food orders for Fall semester meetings

Faculty Senate President-Elect (6 Credits/semester: 1 year term)

The following are roles and responsibilities tasked to the Faculty Senate President-Elect:

- Attend and participate in representative meetings
- Create reports for Academic Council
- Approve agenda items for Faculty Senate meetings
- Conduct Adjunct Orientation Meeting
- Co-lead General Faculty Meeting with President-Elect
- Communicate with senators and faculty in individual and university matters
- Leads the Faculty Senate Discussion Meetings
- Set schedule for Spring semester meetings
- Set food orders for Spring semester meetings

Summer Stipend

For the work that both the Faculty Senate President and President-Elect take on the summer involving meeting attendance and Fall planning, they will receive a stipend equivalent to 4 credit hours of workload.

Faculty Senate Past President (1 Credit/ semester: 1 year term)

The following are roles and responsibilities tasked to the Faculty Senate Past President:

- Can attend representative meetings, especially in the absence of the President and President-Elect
- Attends and participates in Faculty Senate Executive Meetings
- Attends and participates in Faculty Senate meetings
- Attends and participates as a member of the University Curriculum Committee and the Graduate Council
- Organizes Academic Committee reporting

Faculty Senate Parliamentarian (1 credit/semester: 2 year term)

The following are roles and responsibilities tasked to the Faculty Senate Parliamentarian:

- Can attend representative meetings, especially in the absence of the President and President-Elect
- Attends and participates in Faculty Senate Executive Meetings
- Compiles and composes agenda items for Faculty Senate meetings
- Manages the order of Faculty Senate meetings

Faculty Senate Secretary (1 credit/semester: 2 year term)

The following are roles and responsibilities tasked to the Faculty Senate Secretary:

- Can attend representative meetings, especially in the absence of the President and President-Elect
- Attends and participates in Faculty Senate Executive Meetings
- Composes meeting minutes of senate and senate executive committee meetings and distributes minutes
- Manages Faculty Senate website

Faculty Senators

Faculty senators are faculty representatives from each chaired academic program on campus. The following are roles and responsibilities tasked to the Faculty senators:

- Attend and participate in Faculty Senate meetings
- Report to faculty constituents on senate matters and send out minutes
- Participate in senate Ad Hoc committees and taskforces
- Vote on senate initiatives
- Assist in academic service committee population
- Participate in university events as faculty leaders