Amendment to Article I Section 1 and 2

OLD

ARTICLE I. - **Membership**.

Section 1. - **Honorary Members**. Persons who are eligible for honorary membership may be recommended to the Faculty Senate during a regular Faculty Senate meeting. A majority vote of the Faculty Senate members present will be required for approval.

Section 2. – **Dues and Voluntary donations.** Dues shall not be collected for membership or activity in the Faculty Association; however, the Faculty Senate may solicit voluntary donations by Faculty Association members to assist the Association in meeting financial needs.

NEW

ARTICLE I. – **Membership**

**Section 1. – Honorary Members.** Recommendations for honorary membership may be made during a regular Faculty Senate meeting. A majority vote of the Faculty Senate members present will be required for approval.

**Section 2. – Dues and Voluntary Donations.** Dues shall not be collected for membership or activity in the Faculty Association; however, the Faculty Senate may solicit voluntary donations by Faculty Association members to assist the Association in meeting financial needs.

Amendment to Article II, Section 1

Old

ARTICLE II - **Faculty Senate Members**.

Section 1. - Designation of College Representatives. For the purpose of electing Faculty Senate members, the following Colleges are recognized:

1. Central
2. Northwest
3. Northeast
4. Southeast
5. Southwest
6. Coleman Medical College of Health Sciences
7. District Faculty

New

**Section 1. – Designation of Instructional Divisions.** For the purpose of elections to the Faculty Senate, the following Instructional Divisions are recognized:

1. Adult Basic Education
2. Business
3. College Readiness
4. Construction
5. Consumer Arts & Sciences
6. Continuing Education
7. Digital & Information Technologies
8. Engineering
9. English & Communications
10. Global Energy Institute
11. Health Sciences
12. Liberal Arts, Humanities, & Education
13. Libraries
14. Life & Natural Sciences
15. Logistics
16. Manufacturing
17. Material Science
18. Mathematics
19. Media Arts & Technology
20. Public Safety
21. Social & Behavioral Sciences
22. Visual & Performing Arts

Amendment to Article II, Section 2

Old

Section 2. - Duties of Faculty Senate Members.

The duties and responsibilities of Faculty Senate members are:

1. to attend Faculty Senate meetings regularly,
2. to represent the interests and concerns of the College faculty members by communication before the Faculty Senate and also before the faculty at regular College meetings,
3. to appoint an alternate to attend as the representative, when unable to attend Faculty Senate meetings,
4. to make recommendations to the Faculty Senate President for committee appointments,
5. to serve as part of the College nominating committee which will oversee the election of new Faculty Senate members,
6. to participate in discussions brought before the Faculty Senate and to vote as a representative of the faculty,
7. to be available to serve on committees as assigned by the Faculty Association President.

New

**Section 2. – Duties of Faculty Senate Members.** The duties and responsibilities of Faculty Senate members are:

1. to attend Faculty Senate meetings regularly;
2. to represent the interests and concerns of faculty members by communication before the Faculty Senate and also before the faculty at regular Instructional Division meetings;
3. to appoint an alternate to attend as their representative, when unable to attend Faculty Senate meetings;
4. to make recommendations to the Faculty Senate President for committee appointments;
5. to serve as part of the nominating committee which will oversee the election of new Faculty Senate members;
6. to participate in discussions brought before the Faculty Senate and to vote as a representative of the faculty;
7. to be available to serve on committees as assigned by the Faculty Association President

Amendment to Article II, Section 3

Old – Clause 1

Section 3. - Election of Faculty Senate Representatives.

Clause 1: *Time of Election of Delegates*:

Each College will elect Faculty Senate Representative Members by the end of the Spring semester of each year in a manner prescribed by each Faculty Senate Delegation. Faculty Senate representatives in each College will be elected on the following basis:

New – Clause 1

**Section 3. – Election of Faculty Senate Members.**

*Clause 1: Time of Election of Faculty Senate Members*

All Faculty Senate seats shall be filled by annual election. Each Instructional Division shall elect Faculty Senate members by the end of the Spring semester in the manner proposed by the Vice-President and approved by the Senate Cabinet.. Faculty Senate members will be elected on the following basis:

Old – Clause 2

Clause 2: *Qualifications for Service on Faculty Senate*

For the purpose of this section, the term “faculty” shall refer to all HCC employees in the Academic, workforce, continuing education and adult education divisions, whether professors or librarians.

No faculty member shall serve as a delegate who is not actually employed by HCC in a faculty capacity at the time of his/her service.

New – Clause 2

*Clause 2: Qualifications for Service on the Faculty Senate*

All HCC faculty in the Academic, workforce, continuing education, and adult education divisions are eligible for a seat on the Faculty Senate.

The term “faculty” shall be defined as an HCC employee who is compensated on a faculty pay scale.

Old – Clause 3

Clause 3: *Apportionment Of Faculty Delegates*

The Senate shall consist of sixty-one (61) senators, plus the elected President.

**Each College and District** shall have a minimum of three (3) Senators

Proportional 'representation from each College will be based on the **total contact hours** of the Fall Semester of each Academic Year. The Vice President shall certify the number of Senators to which each delegation is entitled by no later than April 1 of each year. 21 Senate positions will be distributed equally among all delegations. The formula for determining the allocation of the remaining 40 positions to the several delegations will be a proportionate number based on each college and district percentage of the total contact hours. In cases where that percentage is .5 or above, the number will be rounded up. Where that percentage is below .5, the number will be rounded down.

New – Clause 3

*Clause 3: Apportionment of Faculty Senate Members*

***Subsection A. Enumeration of Faculty Senate Members.*** The Senate shall consist of 80 Faculty Senate members, apportioned by Instructional Division, plus five (5) seats dedicated to adjunct faculty and three (3) librarians. The Faculty Senate President does not count towards this total and is a non-voting member of the Senate except in the case of a tie.

***Subsection B. Minimum Representation.*** Each Instructional Division shall be represented by at least one (1) Faculty Senate member.

***Subsection C. Calculation of Faculty Senate Members****.* The Vice-President shall lead a task force to apportion Faculty Senate seats according to their respective Instructional Divisions by no later than March 1 of each year. The formula for apportioning seats will be based on that division’s contact hours during the previous Academic Year as a proportion of the total contact hours during that same Academic Year. If the formula produces a non-whole number for the number of seats, the result will be rounded to the nearest whole number; below .5 will be rounded down, and .5 and above will be rounded up, given that each Instructional Division is represented by at least one Faculty Senate member.

Old – Clause 4

Clause 4: *College Delegations:*

Each College Delegation will have a chairman and a secretary whose duties will include holding meetings of that college Delegation when necessary, record keeping, and communication with the parent Faculty Senate on a regular and timely basis.

New – Clause 4

Removed entirely

Old – Clause 5

Clause 5*: Procedure for Election of Faculty delegates:*

All seats on a college Faculty Senate delegation are filled by annual election. To be valid, an election must have the following characteristics:

1. The call for nominations for the election must be made in a public manner, in such a way that all faculty members, full-time and adjunct, will be informed of this call;
2. All qualified faculty members according to Section 3.2 above who desire to be nominated shall be placed on a ballot, which will be distributed to all faculty members, who shall be able to fill out the ballot in secret.
3. The candidates receiving the most votes shall be elected Senator, depending on the number of seats allocated to the college. The College Delegation may designate as many additional candidates as they desire as alternates, provided that the number of alternates has been announced in advance of the election.

New – Clause 5

*Clause 4: Procedure for Election of Faculty Senate Members*

To be valid, an election must have the following characteristics:

1. The call for nominations for the election must be made in a public manner, in such a way that all faculty members, full-time and adjunct, will be informed of this call;
2. All qualified faculty members according to Article II, Section 3, Clause 2 who desire to be nominated shall be placed on a ballot, which will be distributed to all faculty members, who shall be able to fill out the ballot in secret;
3. The candidates receiving the most votes shall be elected to the Faculty Senate according to the number of seats allocated for the Instructional Division. Each Instructional Division may designate additional candidates as alternates so long as the number of alternates is announced during the call for nominations.

A second election shall be held such that it will bring the Faculty Senate to full strength.

Old – Clause 6

Clause 6: *Bringing the Faculty Senate to Full Strength*

1. *Filling unelected slots*. In the event that one or more Colleges elect fewer' Faculty Senate members than theirallocation, thus causing the Faculty Senate to be under strength, the Faculty Association President, in consultation with the Faculty Association delegation from that College may appoint Representatives to the open positions by August of that year.
2. *Filling vacancies due to excessive absences*. In the event that an elected Faculty Senate member is consistentlyabsent from Faculty Senate meetings, the following procedure will go into effect:
3. A letter from the President of the Faculty Senate may be sent to the errant Faculty Senate member after three consecutive absences, requesting that the Faculty Senate member either attend meetings regularly or resign.
4. Should the Faculty Senate member elect to resign, the procedure outlined under OTHER VACANCIES should be followed.

*c) Other vacancies*. In the event a Faculty Senate member is unable to complete a full term, the following procedurewill be used:

1. The candidate receiving the highest number of votes but not elected in the College where the vacancy occurred will be asked to serve in the vacated position.
2. Should the above named mentioned individual in the College in which the vacancy occurred not wish to serve or cannot be identified, then a new election by written ballot should take place within that Division/Area with all due speed.

New – Clause 6

*Clause 5: Bringing the Faculty Senate to Full Strength*

***Subsection A. Filling unelected seats.*** In the event that one or more Instructional Divisions elect fewer Faculty Senate members than their allocation, those remaining seats shall become available for an at-large election.

This election will occur in accordance with the characteristics prescribed in Article II, Section 3, Clause 4 except that the seats will not be specific to one Instructional Division and voting is open to all eligible faculty regardless of Instructional Division.

This election must include the election of five (5) adjunct faculty members to serve as an at-large, adjunct delegation.

***Subsection B. Filling vacancies due to excessive absences.*** In the event that an elected Faculty Senate member is consistently absent from Faculty Senate meetings, the following procedure shall be used:

1. A letter from the Senate President shall be sent to the Faculty Senate member after three consecutive absences, requesting regular attendance or resignation.
2. Should the Faculty Senate member elect to resign, the seat shall be vacated, and the procedure outlined in *Subsection C. Other Vacancies* shall be followed.
3. Should the Faculty Senate member be absent from the next Faculty Senate meeting or three additional Faculty Senate meetings, the seat shall be vacated, and the procedure outlined in *Subsection C. Other Vacancies* shall be followed.

***Subsection C. Other vacancies.*** In the event a Faculty Senate member is unable to complete a full term, the following procedure shall be used:

1. The candidate receiving the highest number of votes but not elected in the Instructional Division where the vacancy exists will be asked to serve.
2. If a vacancy remains, an at-large candidate receiving the next highest number of votes will be asked to serve.
3. Should a vacancy still remain, the Instructional Division with a vacant seat shall hold a new election in accordance with the characteristics prescribed in Article II, Section 3, Clause 4 with all due speed.

Amendment to Article III Section 1

Old

ARTICLE III: **Officers**

Section 1. – Election of Officers.

Clause 1: *Qualifications for elected office*:

All candidates for elected office in the Faculty Senate shall be full-time faculty members.

Clause 2: *Enumeration of elected offices:*

Officers to be elected at the beginning of each academic year will be:

1. President-Elect
2. Vice-President
3. Secretary
4. Treasurer

Clause 3: *Timetable for election:*

The election of the Vice-President, Secretary, and Treasurer will be held at the first meeting for the academic year of the Faculty Senate.

The elections of the President-Elect will be held at the second meeting of the year. Nominations for this office shall be made at the first meeting of the academic year, and shall remain open until just before voting at the second meeting.

Nominations for Faculty Senate officers may be made from the floor by any Faculty Association member present.

All nominees must indicate willingness to fulfill their duties as outlined in the constitution. Voting for the officers will be by those Faculty Senate members present. The term of office will begin immediately upon election to office and will continue until the first meeting of the subsequent academic year for the Faculty Senate.

New

ARTICLE III. – **Officers**

**Section 1. – Election of Officers.**

*Clause 1: Qualifications for elected office:*

All candidates for elected office in the Faculty Senate shall be full-time faculty members.

*Clause 2: Enumeration of elected offices:*

Officers to be elected at the beginning of each academic year shall be:

1. President-Elect
2. Vice-President
3. Secretary
4. Treasurer

*Clause 3: Timetable for election:*

The election of the Vice-President, Secretary, and Treasurer shall be held at the first Faculty Senate meeting of the academic year.

The election of the President-Elect shall be held at the second Faculty Senate meeting of the academic year. Nominations for this office shall be made at the first meeting of the academic year, and shall remain open until just before voting at the second meeting.

Nominations for Faculty Senate officers may be made from the floor by any Faculty Association member present.

All nominees must indicate willingness to fulfill their duties as outlined in the constitution and bylaws. Voting for officers shall be by those Faculty Senate members present. The term of office will begin immediately upon election to office and will continue until the first Faculty Senate meeting of the subsequent academic year.

Amendment to Article III Section 2

Old

Section 2. – Impeachment of Officers.

An officer of the Faculty Senate may be impeached by a petition signed by one-half of all of the members of the Senate, or by a petition of one-tenth of all Fulltime Regular Faculty. Petitions shall list the name of the officer, the stated reasons for impeachment, and legible printed names and signatures of the faculty signing the petition. Officers can be impeached and removed on grounds of malfeasance, neglect of official duties, and/or unprofessional conduct in violation of the HCC Faculty Handbook and recognized District policy. Impeachable offenses shall include those which represent sufficient serious actions as to justify this extreme measure.

Any Faculty Senate Member may present articles of impeachment against any officer at any regular meeting, but no action will ensue until the next regular meeting or called meeting no sooner than fourteen (14) days after the article is presented. The hearing will be held as quickly as possible in order to return to normal Senate business.

Removal shall follow upon two-thirds vote of all of the voting delegates of the Senate, after he/she has been accorded a hearing before the Senate. With the current membership of the Senate being 61 delegates, removal would come with a vote of 41 delegates. If the officer being impeached is the President, the Vice-President will preside over the hearing with the advice of the other officers and delegation chairs. Voting on impeachment article(s) will be by secret ballot.

The removal shall be binding only for the current Senate term and shall not without further process disqualify him or her from voting in Senate elections or seeking election subsequently to the Faculty Senate or any of its offices.

New

**Section 2. – Impeachment of Officers.**

An officer of the Faculty Senate may be impeached by a petition signed by one-half of all Faculty Senate members, or by a petition of one-tenth of all full-time regular faculty. Petitions shall list the name of the officer, the stated reasons for impeachment, and legible printed names and signatures of the faculty signing the petition. Officers can be impeached and removed on grounds of malfeasance, neglect of official duties, and/or unprofessional conduct in violation of the HCC Faculty Handbook and recognized District policy. Impeachable offenses shall include those which represent sufficient serious actions as to justify this extreme measure.

Any Faculty Senate member may present articles of impeachment against any officer at any regular meeting, but no action will ensue until the next regular meeting or called meeting no sooner than fourteen (14) days after the articles are presented. The hearing shall be held as quickly as possible in order to return to normal Senate business.

Removal shall follow upon two-thirds vote of all the Faculty Senate after the officer has been accorded a hearing before the Senate. If the officer being impeached is the President, the Vice-President will preside over the hearing with the advice of the other officers. Voting on impeachment articles shall be by secret ballot.

The removal shall be binding only for the current academic year and shall not without further process disqualify the officer from voting in Senate elections or seeking election to the Faculty Senate or any of its offices.

Amendment to Article IV, Section 1

Old –

2. Compensation Committee: This committee will maintain liaison with the administration in matters of salaries, benefits, and workload of all faculty, and shall make recommendations for policies which will ensure a competitive package of salaries and benefits for faculty. Recommended Subcommittee(s): Salary Subcommittee, Benefits Subcommittee, and Workload Subcommittee;

6. Educational Affairs Committee: This committee will maintain liaison with the Vice Chancellor of Instruction and the Academic and Workforce Deans to maintain oversight over HCC policies and procedures in order to assure excellence in education.

New –

2. Compensation Committee: This committee will maintain liaison with the administration in matters of salaries, benefits, and workload of all faculty, and shall make recommendations which will ensure a competitive package of salaries and benefits for faculty. Recommended Subcommittee(s): Salary Subcommittee, Benefits Subcommittee, and Workload Subcommittee;

6. Educational Affairs Committee: This committee will maintain liaison with the Vice-Chancellor of Instruction, Academic and Workforce Deans, and Directors of Centers of Excellence to maintain oversight over HCC policies and procedures in order to assure excellence in education.

Amendment to Article IV Section 3 and 4

Old

Section 3: Qualifications for membership:

Any faculty member, full-time or part-time, may serve on a Faculty Senate Committee, but the Chair of that committee shall be a member of the Faculty Senate.

New

**Section 3. – Qualifications for Membership.**

Any faculty member, full-time or adjunct, may serve on a Faculty Senate Committee, but the Chair of that committee shall be a Faculty Senate member.

Old

Section 4: Ad Hoc Committees:

The Senate, by a vote of senators, may establish ad hoc committees at any Senate meeting. The duration of an ad hoc committee shall not last beyond the last meeting of the Faculty Senate during an academic year.

New

**Section 4. – Ad Hoc Committees.**

The Senate, by a vote of Faculty Senate members, may establish ad hoc committees at any Faculty Senate meeting. The duration of an ad hoc committee shall not last beyond the academic year it was established.

Amendment to Article VI

Old

ARTICLE VI: **Quorum**

Twenty senators or alternates shall constitute a quorum of the Faculty Senate, as long as at least one senator each from four separate HCC colleges is in attendance.

New

ARTICLE VI. – **Quorum**

One-third of the total number of Faculty Senate members shall constitute a quorum of the Faculty Senate, as long as at least one Faculty Senate member from each of one-third of the Instructional Divisions is in attendance.

Amendment to Article VII

Old

ARTICLE VII: **Amendments**

A motion to amend the By-Laws may be introduced in any session of the Faculty Senate, but may not be voted on until the next meeting of the Senate. Motions to amend the By-Laws are agreed to by a simple majority of senators present and voting, as long as a quorum of senators is present.

New

ARTICLE VII. – **Amendments**

An amendment to the Bylaws may be introduced in any session of the Faculty Senate, but may not be voted on until the next meeting of the Faculty Senate. An amendment shall go into effect after a simple majority vote of those Faculty Senate members present and voting.