To Faculty Handbook.

CSU Shared Governance Plan (Proposed).
Building upon a foundation of good faith, Columbus State University's shared governance model inculcates a value system which fosters collaboration and collegiality based upon trust and respect among all parties represented here. Through inclusive dialogue and transparent processes, this plan empowers all of the university's constituents to act in the best interest of the students, faculty, staff and administration while setting distinct lines of accountability and measuring mutually agreed-upon standards of progress. This approach requires a process that allows the constituents due time to deliberate and respond to proposals: The goal of this model of shared governance is to guide the institution effectively and in accordance with Board of Regents policies and the CSU bylaws. The organizational structure of shared governance is shown below.

**Academic Freedom**

Academic freedom is the freedom to discuss all relevant matters in the classroom, to explore all avenues of scholarship, research, and creative expression, and to speak or write without institutional discipline or restraint on matters of public concern as well as on matters related to professional duties and the functioning of the University.

Academic responsibility implies the faithful performance of professional duties and obligations, the recognition of the demands of the scholarly enterprise, and the candor
to make it clear that when one is speaking on matters of public interest, one is not speaking for the institution.

The University accords a similar freedom of speech to staff when they are involved in the governance of the university.

**Diversity**

Columbus State University is committed to promoting diversity at all levels of governance and decision making.

**The Representative Bodies of the University Community.**

**Faculty Senate**

The Faculty Senate is the representative body of the faculty. The Senate should review:

- Anything to do with academics and academic freedom.
- Faculty personnel issues
- Anything to do with academic programs
- Any other topic on which the Executive Committee of the Senate thinks that the Senate should comment

**Staff Council**

Staff Council is the representative body of the staff. The Staff Council should review:

- Anything that effects administrative procedure and processes
- Staff personnel issues
- Any policy changes that impact staff
- Any other topic on which the Executive Committee thinks that the Council should comment.

**Student Government Association**

The Student Government Association is the representative body of the students. The Student Government Association should review:

**University Council**
The University Council represents the university community as a whole. Issue and policy proposals that affect more than one constituent group are in the purview of the University Council.

- Any of the constituent bodies (Faculty Senate, Staff Council, SGA) can submit resolutions to the University Council (UC). The UC will deliberate and then vote to either pass or not pass the resolution. In either case, the resolution, along with the University Council's vote, will be submitted by the Executive Officer of the UC to the President for ratification or veto by the president within 30 days of receipt, in accordance with the BOR Policy Manual (2.5.2). If the President reverses the decision of the UC, a written explanation must be provided to the UC within 15 days of the President's decision.

**Domain where Faculty have primary responsibility.**

There is a domain where faculty have been recognized as having the primary responsibility as described in the AAUP's Statement on Government of Colleges and Universities and the 1940 Statement of Principles on Academic Freedom and Tenure. These matters include:

- Curriculum matters
- Subject matter
- Promotion and tenure (faculty status)
- The Faculty Handbook
- Methods of instruction
- Research, creative activities and scholarly works.
- Faculty Status
- Aspects of student life which relate to the educational process

Matters where the Faculty have primary responsibility should be dealt with by the Faculty Senate. The Faculty Senate will notify the Dean's Council, the Chair's Assembly and the University Council and give them an opportunity to provide feedback prior to the next meeting of the Faculty Senate. After reviewing the feedback, the Senate will send the resolution with any approved amendments to the Provost for ratification using the same process proscribed for the University Council.

On matters where there is a disagreement about which body has jurisdiction, the two bodies should try to resolve the jurisdictional question. If they cannot, then the President will decide who has jurisdiction.

**Department and College Bylaws**

1. **Departmental Bylaws**
   
   A. Each department shall, by **DATE TBA**, have written bylaws which shall describe the roles, procedures, and membership of all department standing committees and representatives to college committees and ensure a strong faculty voice in the governance of the department. The bylaws shall provide a procedure for the
approval and amendment of such bylaws by the full-time faculty of the department taken by a secret ballot.

B. An up-to-date version of the bylaws shall be posted on the University Council website.

2. College Bylaws

A. Each college shall, by DATE TBA, have written bylaws which shall describe the roles, procedures, and membership of all college standing committees and ensure a strong faculty voice in the governance of the college. The bylaws shall provide a procedure for the approval and amendment of such bylaws by full-time faculty of the college taken by a secret ballot.

B. An up-to-date version of the bylaws shall be posted on the University Council.
University Council Bylaws

The University Council
I. Scope and Purpose

The University Council of Columbus State University is a deliberative and broadly representative group that is cognizant of the diverse nature and needs of the University community. The principal rationale of the University Council is the establishment of a collaborative decision-making process that fosters partnership between the administration and faculty, students, and staff. The University Council will work in close collaboration with the administration to define University values, implement University objectives, and promote the collective interests of University stakeholders. In its roles in shared governance, the University Council can:

i. introduce policy proposals,

ii. make resolutions to the administration on policies proposed by others within the University community, and

iii. Request information from members of the University community as needed to allow for deliberation on policies under consideration.

The University Council’s deliberative role is primarily aimed at transforming the special interests of various University groups into a common purpose that serves the general welfare of University stakeholders. In order to achieve this aim, the University Council will include representatives from the administration, faculty, students, and staff. In its deliberations, the Council will strive to achieve consensus so that its resolutions reflect the best interests of the University as a whole.

In its representative role, the University Council serves to:

i. ensure that appropriate levels of transparency exist in decision making,

ii. consider various diverse stakeholder viewpoints when formulating resolutions,

iii. inform University officers of the diversity of interests, opinions, and recommendations pertaining to a policy decision at hand,

iv. establish the foundation for compromise, negotiation, and accommodation dedicated to promoting rules and regulations consistent with the University mission and policies of the Board of Regents.

II. Membership

The University Council shall consist of 24 members.

i. Faculty 11
   a. Including the Executive Officer of the Senate

11 Faculty
2  College of Education and Health Professions
2  College of the Arts
2  College of Business and Computer Science
2  College of Letters and Science
1  Library
1  Basic Studies.
1  Executive Officer of Faculty Senate

For University Council Bylaws

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II. Member Representation

ii. Staff 5
   a. Including the Chair of Staff Council

iii. Students 2

iv. Administration
   (President and Provost) 2
v. Presidential appointees 2
vi. Deans 1
vii. Chairs Assembly 1
viii. The President shall preside at the meetings of the University Council

III. Terms of Membership.

• Faculty
  o 3-year terms. The terms should be arrange so that 1/3 of the faculty representatives are elected every year.
  o Department Chairs should make every effort to facilitate faculty efforts to serve on the University Council.

• Staff
  o 3-year terms. The terms should be arrange so that 1/3 of the staff representatives are elected every year.
  o Staff supervisors should make every effort to allow staff to serve on the University Council.

• Students
  o 2-year terms.

• Administration
  o President and Provost

• Presidential Appointees
  o 1-year terms

• Dean
  o 1-year terms

• Chairs Assembly
  o 1-year terms

III. Executive Committee

i. University President, or his designee, will presides over meetings of the University Council and its Executive Committee.

ii. Membership
   a. The Provost will serve on the Executive Committee
b. 1 representative each from the faculty, staff and students as elected by the membership of the University Council will serve on the Executive Committee.

iii. Meetings
   a. The Executive Committee will meet at least once each fall and spring semester.

IV. University Council Meetings
   i. Number of meetings
      The University Council must meet at least once each fall and spring semester, but can meet more often.
   ii. How to call a special meeting
      A request from 1/3 of the members is sufficient to require a special meeting of the University Council.
   iii. Presiding officer
      The University President, or a designee, will preside over the meetings of the University Council.
   iv. Rule
      University Council will follow Robert’s Rules of Order
   v. Quorum
      A quorum shall be defined as 50% +1 of the membership of the Council.

V. Amendments to the University Council Bylaws
   Amendments to the University Council Bylaws shall require approval by 60% or more of the Council membership.
For University Bylaws

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- **University Council Membership**
  
  The University Council shall consist of 23 members.
  
  i. Faculty 10
  
  ii. Staff 5
  
  iii. Students 2
  
  iv. Administration
     
     (President and Provost) 2
  
  v. Presidential appointees 2
  
  vi. Deans 1
  
  vii. Chairs Assembly 1
  
- The President shall preside at the meetings of the University Council