



FACULTY GOVERNANCE ORGANIZATION

ARTICLE I: NAME, PURPOSE, AND DEFINITION

Section 1. Name

The name of this organization shall be the Faculty Governance Organization of the College of Engineering at The University of Texas at Tyler, hereinafter known as “CoEFGO”.

Section 2. Definitions

The following definitions apply to this document:

- a) The Faculty of the College of Engineering of The University of Texas at Tyler, hereinafter known as the “Faculty”, shall consist of persons holding full-time tenured, tenure-track and non-tenure-track faculty positions as defined in Section 3.1.3 of the Handbook of Operating Procedures of The University of Texas at Tyler. Non-tenure-track positions include the following ranks: Lecturer, Senior Lecturer, Distinguished Lecturer, Assistant Professor of Practice, Associate Professor of Practice, Professor of Practice, Assistant Professor of Instruction, Associate Professor of Instruction and Professor of Instruction.
- b) “Dean” shall mean the Dean of the College of Engineering unless specifically stated otherwise.
- c) “Non-administrative Faculty” shall include all Faculty members not holding titles of associate chair, department chair, director, assistant dean, associate dean, or dean.
- d) “University” as used in this instrument shall mean The University of Texas at Tyler.
- e) “College” as used in this instrument shall mean the College of Engineering.
- f) “Department” shall include all departments that are assigned to the College of Engineering.

Section 3. Purpose

The purpose of this organization shall be to provide a systematic means for participation of Faculty in the affairs of the College and university committees by developing channels of communication and for the Faculty to make recommendations to the Dean.

ARTICLE II: RIGHT TO VOTE AND HOLD OFFICE

All Faculty members shall have the right to vote and hold office under this Constitution, with the following exceptions:

- a) Membership of the College of Engineering Faculty Executive Committee (CoEFEC) and chair of any standing committees shall be limited to non-administrative faculty.
- b) Part-time faculty members and Visiting Professors may attend meetings and have a voice, but may not vote or hold elected office in the Faculty Governance Organization.
- c) Only tenured and tenure-track faculty can vote on items pertaining to tenure and promotion of tenured and tenure-track faculty.



- d) Only tenured and tenure-track faculty can vote on items pertaining to periodic evaluations of tenured and tenure-track faculty, such as annual evaluations, post-tenure evaluations.
- e) Only tenured and tenure-track faculty can vote on items pertaining to faculty workload policies of tenured and tenure-track faculty.
- f) Restrictions (c), (d) and (e) stated above hold true for members of the CoEFEC in any committee meetings.
- g) The President of the Faculty shall have full voting privileges in regular and special meetings of the Faculty and the CoEFEC Meetings.

ARTICLE III: AUTHORITY OF THE FACULTY

The Faculty shall exercise such authority as is granted to it by the Laws of the State of Texas and the University Handbook of Operating Procedure and college policy in such matters as the establishment and pursuit of educational and research programs, and the appointment, reappointment, tenure, dismissal, and conditions of service of faculty members.

ARTICLE IV: OFFICERS OF THE FACULTY

Section 1. President of the Faculty

The President of the Faculty shall be a tenured faculty member. The President shall preside over all meetings of the Faculty not chaired by the Dean and shall serve as the Chair of the College of Engineering Faculty Executive Committee as defined in Article V. Further, the President of the Faculty shall serve as a member of the College Leadership Committee.

Section 2. President-Elect of the Faculty

The President-Elect of the Faculty shall be a tenured faculty member elected at-large and shall serve in the absence of the President. The President Elect will become the President in the following year. The President-Elect will serve as the nomination chair for any elections held during his or her term of service.

Section 3. Past President of the Faculty

The Past President of the Faculty shall be a tenured faculty member elected at large that previously completed term as President of the Faculty. The Past President shall fulfill the duties of the President of the Faculty in absence of the President and President-Elect.

Section 4. Secretary of the Faculty

The Secretary of the Faculty shall be elected from the faculty at-large and shall keep minutes and all other records of the meetings of the faculty and of the Executive Committee, and the publication and distribution of the minutes of the Faculty and of the Faculty Executive Committee.



Section 5. Parliamentarian

The Parliamentarian shall be elected from the faculty at-large and shall be responsible for keeping meetings in order as prescribed by Robert's Rules of Order, Newly Revised. The Parliamentarian shall be adequately acquainted with Robert's Rules of Order, Newly Revised, and shall have a copy of these available for use by the Faculty. The Parliamentarian shall also be responsible for conducting and reporting the results of elections to the faculty as described in Article VI.

ARTICLE V: EXECUTIVE COMMITTEE AND OTHER COMMITTEES

Section 1. General Composition of Standing and Special Committees

Unless otherwise specified:

- a) Members of college standing, and special committees, shall be elected by the faculty in each Department, with one member from each Department.
- b) Chairs of special committees shall be elected by the members of the special committee.

Section 2. Composition of the College of Engineering Faculty Executive Committee (CoEFEC)

The CoEFEC shall consist of the President, President-Elect, Past President, the Parliamentarian, and the Secretary of the Faculty. The President serves as chair of the CoEFEC.

Section 3. Powers and Duties of the College of Engineering Faculty Executive Committee

The CoEFEC shall serve as a steering and coordinating committee for activities of the Faculty. Its functions shall include but not be limited to the following:

- a) The preparation of the agenda for all faculty meetings called by the CoEFEC.
- b) The coordinating of college committee activities.
- c) The election of officers during the month before the end of the spring semester.
- d) The promulgating of regulations governing the manner of all required elections other than the election of officers of the faculty.
- e) The preparation of a slate of candidates for officers of the faculty.
- f) Shall act as a nominating committee to select candidates for all standing and special committees.
- g) Recommend membership of University committees.
- h) To hold elections to the University committees as well as to those College of Engineering committees that call for elections.

The CoEFEC shall have the power, subject to the approval of the Faculty, to create any special committees necessary for conducting the business of the Faculty.

Section 4. Standing and Special Committees

The committee structure of the Faculty shall include the standing committees listed below and such other standing or special committees as may be created by the Faculty. Each standing committee shall report regularly to the Faculty. Each standing committee shall establish its



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own bylaws, subject to the approval of the Faculty and conforming to existing University policy, concerning its membership and its internal operation.

a) College of Engineering Curriculum Committee (CoECC)

The functions of this committee shall be to:

- i. Alert, review, and make recommendations to the College Faculty on matters relating to academic policy and procedures on undergraduate and graduate curriculum matters, and
- ii. Review curricular change requests at the college level.

b) The College Tenure and Promotion Committee (CoETPC)

The membership of this committee shall be in accordance with the Handbook of Operating Procedure and the college Tenure and Promotion Policy.

The functions of this committee shall be:

- i. Review candidates for promotion and tenure and make recommendations to the dean in this regard as required by college tenure and promotion policy.
- ii. To recommend college policy on matters of reappointment, promotion, tenure, and conditions of service.
- iii. Provide periodic review of the college tenure and promotion policy and recommend changes as deemed necessary.

c) The College of Engineering Faculty Appeals Committee (CoEFAC)

The function of this committee shall be:

- i. recommend College policy on methods of appeal, and
- ii. to ensure that each Faculty member is afforded adequate hearings for appeal on matters of reappointment, promotion, tenure, and conditions of service, and

d) Strategic Planning Resource Committee (CoESPRC)

The function of this committee is to assess achievement of the college strategic plan, to identify areas of needed improvement, and to recommend possible change to the plan.

e) Awards and Recognition Committee (CoEARC)

The purpose of this committee is to identify faculty, staff, and students who are eligible to receive national, regional, and college awards and recognitions, and to coordinate preparation of the nomination packages for these awards and recognitions

f) Research and Scholarship Committee (CoRSC)

The functions of this committee shall be to:

- i. review internal grant proposals submitted as part of the College of Engineering internal grant program. This committee will provide a review and appropriate recommendations to the Dean of Engineering
- ii. identify opportunities for collaborative research initiatives that can benefit the College of Engineering faculty



ARTICLE VI: ELECTIONS

Election of the President-Elect, Secretary, and Parliamentarian shall be held prior to the end of the spring semester. Officers shall take office at the start of the following academic year and serve for a one-year term. Each officer shall be elected by a simple majority in a written or electronic ballot. If a simple majority is not obtained on the first ballot, a runoff shall be held between the two individuals receiving the most votes.

Members of standing committees of the college and college representatives to University committees, when required by university policy, are to be elected using the same process as the CoEFEC elections. Chairs shall be elected by the members of the committee.

ARTICLE VII: MEETINGS

Section 1. Regular and Special Meetings

- a) Regular meetings of the Faculty shall be held as needed and scheduled by the CoEFEC.
- b) The CoEFEC shall have the authority to call a special meeting. A meeting shall be called by the CoEFEC upon petition of twenty-five percent of the Faculty.
- c) The CoEFEC shall establish and distribute to all Faculty a full and explicit agenda for each meeting called by the CoEFEC.
- d) Published meeting agenda can be changed (1) only by the CoEFEC prior to the meeting, or, (2) during a meeting, by proper parliamentary procedure only.

Section 2. Rules of Order

All meetings shall be conducted according to rules contained in Robert's Rules of Order, Newly Revised.

Section 3. Quorum

A Quorum shall consist of a simple majority of the Faculty in the college.

ARTICLE VIII: AMENDMENTS

Section 1. Proposal

An amendment or a revision to this Constitution may be proposed by the CoEFEC, by official action of the Faculty, of a Department, or by any group comprising at least twenty-five percent of the Faculty. The proposed amendment shall be placed on the agenda and distributed by the CoEFEC to all Faculty members.

Section 2. Adoption

To be approved, amendments and revisions shall require a positive two-thirds majority vote of all Faculty.

Adopted by the Faculty
April 18, 2022