

## 2. Faculty Senate (2.1-2.5) and Graduate Faculty Council (2.6)

- 2.1 Membership: All full-time undergraduate faculty at Christendom College holding the rank of Instructor, Assistant Professor, Associate Professor, or Professor (as defined in [9.2](#) below), are automatically members of the Undergraduate Faculty Senate (hereafter simply “Faculty Senate” or “Senate”). The Director of the Library is considered full-time faculty for the purpose of membership in the Faculty Senate, whether the Librarian teaches any courses or not, and so is automatically a member of the Faculty Senate. The President of the College, or at his request, the Vice President for Academic Affairs, shall be an ex officio member of the Senate. In addition, any other person may be admitted to the Faculty Senate by a special (two-thirds) vote of the Senate.
- 2.2 Organization: The Senate is organized under a chairman elected by the membership, whose duty is to prepare an agenda and preside over meetings of the Senate. A secretary, also elected by the membership, assists the chairman in preparing the agenda, announcing meetings of the Senate, and issuing a statement of actions of the Faculty Senate after each meeting. The Senate meets at such times as necessity requires, but there must be at least three meetings during each academic year. Between meetings of the whole Senate, committees established by the chairman carry on such business as the Senate as a whole requires. Each member of the Senate has one vote. A quorum shall consist of not fewer than half of the total membership of the Faculty Senate.
- 2.2.1 The Senate has two standing Committees:  
The Rank and Promotions Committee which is concerned with recommendations for promotions from Associate to Full Professor (Appendix 19.4) and awarding the honor of Emeritus Professor status (9.8.3). The three (3) members of this committee are elected by the Faculty Senate to a three-year term.  
The Compensation and Benefits Committee which is concerned with making recommendations for Salary Scale (6.11) and benefits. The President of the Faculty Senate is an ex-officio member of the Committee, the other two (2) members of this committee are elected by the Faculty Senate to a two-year term.
- 2.3 Purpose: The Faculty Senate is the official agency through which the College faculty contributes to the academic governance of the College. The Senate advises the President and the College administration concerning effective educational policies and other professional matters within the College.
- 2.4 Responsibility
- 2.4.1 The general areas of Faculty Senate responsibility are consultation with the administration (i.e., the President, the Executive Vice President, and the Vice President for Academic Affairs) regarding faculty salaries (see [6.11](#) but also [6.1](#) and [6.13.2](#)); participation in the process of promotion from Associate to full Professor (see [9.2.4](#) and [9.7](#)) and in a special case of promotion from Assistant to Associate Professor (see [9.2.3.1](#)); recommendation of norms for faculty workloads (see [12.4](#) and [12.6](#)); establishment of means toward professional growth (in cooperation with the administration) (see [11.2.1](#), [11.6](#), and [11.8](#));

advisement of the Curriculum Committee (see [3.6](#)); and provision of channels of communication between faculty and administration on all matters of faculty concern (see [17.1](#)). (See also [18.1](#).)

- 2.4.2 All resolutions by the Faculty Senate requiring administrative action are to be forwarded to the President, who will respond in a timely fashion. Faculty Senate resolutions requiring Board action are to be forwarded to the College Affairs Committee of the Board through the Vice President for Academic Affairs, who is the liaison of the faculty with the Board of Directors.
- 2.5 Faculty Meetings: The administration encourages faculty consultation in all matters pertinent to the well-being of the College. To provide a means for such consultation with the President on a regular basis, in addition to receiving reports from the meetings of the Faculty Senate, a Faculty meeting will be held at least once each year, open to all full-time faculty and such part-time faculty and administrative staff as the President may invite. These meetings are a means for the President and administration to inform faculty and staff of new policies and plans affecting the College as a whole. They may also be advisory and consultative, to assist the President in making sound decisions for the College as a whole. This consultative group, however, will not take up issues which are principally or solely the concern of the Faculty Senate or of the Curriculum.
- 2.6 At the Christendom Graduate School, the corresponding governing and advisory body is the Graduate Faculty Council (or CGS Faculty Council). The (graduate) Faculty Council has the same responsibilities as the (undergraduate) Faculty Senate, but also has those responsibilities handled at the undergraduate level by the Curriculum Committee and departmental meetings. Membership in the CGS Faculty Council includes all Core faculty members (see [1.8](#)) and the Dean of the Graduate School, who acts as Chairman. The President of the College, or at his request, the Vice President for Academic Affairs, shall be an ex officio member of the CGS Faculty Council.
- 2.7 Individual Faculty's Role in Decision Making: Faculty are encouraged to express their concerns and opinions, and to initiate dialogue with the administration, and to submit proposals concerning academic matters, policies, and procedures for review through the Faculty Senate or the CGS Faculty Council. Individual faculty members are also free to communicate directly with the administration on any area which affects the good of the College or Graduate School.