Amendment to Collected Rules and Regulations
300.040 Faculty Bylaws of the University of Missouri - St. Louis

Faculty of the University of Missouri – St. Louis are proposing changes to three sections of 300.040 Faculty Bylaws of the University of Missouri – St. Louis of the Collected Rules & Regulations.

A. FACULTY
This request creates a new section 5. Campus Standing Committees under which there would be two parts. Part a. would formally recognize the Grievance Resolution Panel (GRP) formerly known as the Faculty Grievance Panel and bring the UMSL Faculty Bylaws into compliance with section 370.010.C.1. of the Collected Rules & Regulations.

Part b. would be for the creation of the Degree Revocation Committee and bring the UMSL Faculty Bylaws into compliance with section 220.025.C. of the Collected Rules & Regulations.

C. FACULTY SENATE OF THE UNIVERSITY OF MISSOURI-ST. LOUIS
C.2.o. This request is to replace the current text with a new paragraph that would create a Campus Oversight Committee thereby bringing the UMSL Faculty Bylaws into compliance with section 370.010.C.11. of the Collected Rules and Regulations


C.2.q. By inserting the former C.2.o section C.2.p., the current text for C.2.p. would need to be moved into a new section, C.2.q.

D. UNIVERSITY ASSEMBLY OF THE UNIVERSITY OF MISSOURI-ST. LOUIS
D.4.c. (2) This change is requested to reflect a title change from Director of Admissions to Dean of Enrollment Services and to add the newly created position of Director of Student Retention Services to the committee membership.

These changes were requested by the Bylaws Committee, approved by the Faculty Senate on Feb. 18, 2014 and by the UMSL Faculty on May 8, 2014. These revisions have also been reviewed and approved by General Counsel.
Recommended Action – Revision to the Collected Rules and Regulations, Section 300.040 Faculty Bylaws of the University of Missouri-St. Louis

It was recommended by Chancellor Thomas F. George, endorsed by Executive Vice President Henry C. Foley and President Timothy M. Wolfe, recommended by the Academic, Student and External Affairs Committee, moved by Curator ______________, seconded by Curator ________________, that the following action by approved:

that the Collected Rules and Regulations 300.040 Faculty Bylaws of the University of Missouri-St. Louis be revised.

Roll call vote of the Board:  

YES  NO

Curator Covington
Curator Cupps
Curator Graham
Curator Henrickson
Curator Phillips
Curator Snowden
Curator Steelman
Curator Steward

The motion _________ by a vote of __________.
A. FACULTY

1. **Membership** - The Faculty of the University of Missouri-St. Louis shall consist of the President, the Chancellor, all persons with regular full-time academic appointments, and others elected by the Faculty. Elected members so designated by the Faculty shall be non-voting members of the Faculty.

2. **Functions** - The Faculty of the University of Missouri-St. Louis, together with appropriate administrative officers, shall bear responsibility for recommending and implementing educational policy, particularly in areas of curriculum, degree requirements, methods of instruction, research, requirements for admission, student affairs, and faculty status. The Faculty may make recommendations to the Chancellor concerning general policy matters affecting the University. Where appropriate, the Faculty may delegate its responsibility to separate schools, colleges, or such other parallel units as may be created from time to time, to the Faculty Senate, and the University Assembly within the University of Missouri-St. Louis.

3. **Meetings** - The Faculty of the University of Missouri-St. Louis shall meet at least twice each year and at such additional times as the President, Chancellor, or the Faculty itself may determine. Upon written request of twenty-five members of the Faculty, the Chancellor shall call a meeting within two weeks.

   a. The President, or in the President’s absence, the Chancellor, or in the Chancellor’s absence, a member of the Faculty designated by the Chancellor shall preside at each faculty meeting.

   b. A quorum shall consist of ten percent of the voting members of the Faculty.

   c. Proceedings in Faculty meetings shall be in accordance with the rules set forth in the most recent edition of Robert’s Rules of Order except where otherwise provided for in these Bylaws or the regulations of the University of Missouri-St. Louis.

   d. The Chancellor shall appoint each year a Secretary of the Faculty who shall keep an official record of the proceedings of each meeting and shall transmit copies of the minutes to each member of the Faculty. A copy of the official minutes shall be kept
on file in the offices of the Registrar and the Vice Chancellor for Academic Affairs and shall be available to each member of the Faculty.

4. **The Intercampus Faculty Council** - Three campus representatives will serve on the Intercampus Faculty Council. Two of the three shall be elected by the University of Missouri-St. Louis Faculty to serve three-year staggered terms so that no more than one of the two elected members will be replaced or reelected in any year. The Senate Chairperson shall serve as the third member of the Intercampus Faculty Council.

5. **Campus Standing Committees** -

   a. **Grievance Resolution Panel (GRP)** - The Panel shall perform the responsibilities prescribed by the Collected Rules and Regulations of the University of Missouri (370.010.C.1), "Academic Grievance Procedure." The role of the GRP is to address grievances brought by faculty members. The panel should consist of a senior administrator appointed by the Chancellor and two tenured faculty members, and two alternate faculty members. The faculty members will be chosen by the Faculty Senate after consultation with the Chancellor or the Chancellor’s designee. Members shall serve two-year staggered renewable terms.

   b. **Degree Revocation Committee** - In accordance with 220.025, this committee shall have jurisdiction to consider any case in which revocation of a degree, diploma and/or certificate is proposed. The Committee shall be called the Campus Degree Revocation Committee. Four (4) members of the Campus Degree Revocation Committee and an alternate to serve in the event one of the four (4) members cannot serve, shall be appointed annually by the Chancellor after consultation with the Faculty Council or Faculty Senate. Each of the members of the Committee and the alternate shall be a faculty member on continuous appointment at the rank of Professor or Associate Professor. In the event that the Chancellor approves the initiation of the procedures for revocation of a degree, diploma and/or certificate, the Chancellor shall appoint a fifth member of the Campus Degree Revocation Committee, who shall also be a faculty member at one of the campuses of the University of Missouri System on continuous appointment at the rank of Associate Professor or Professor and who shall be from the same discipline or a related discipline as the department faculty who recommended the award of the degree, diploma and/or certificate, but who shall not be a faculty member in such department. The Campus Degree Revocation Committee shall elect a Chair from among its five (5) members.

B. **STUDENT BODY**

1. **Membership** - The student body of the University of Missouri-St. Louis shall consist of all persons who are officially enrolled as regular full-time or part-time students in the University of Missouri-St. Louis.
2. **Functions** - The student body shall have the responsibility to participate in the recommending and implementing of educational policy, particularly in the areas of academic and student affairs. The student body may, through its official representatives, make recommendation to the Vice Provost for Student Affairs or the Chancellor concerning general policy matters affecting the University of Missouri-St. Louis.

C. **FACULTY SENATE OF THE UNIVERSITY OF MISSOURI-ST. LOUIS**

(Hereinafter referred to as Senate)

1. **Functions** - It shall be the responsibility of the Senate to exercise those functions of the Faculty (see Section 300.040 A.2) not reserved by the Faculty as a body or specifically delegated to the University Assembly (Section 300.040 D).

2. **Committees of the Senate** - In their deliberations the committees shall, when appropriate, consult with the Chancellor or other administrative officers; with representatives of the separate schools, colleges, and other parallel units which may be created from time to time; with departments and concerned faculty; and with students and student organizations. Committee recommendations shall be made to the Senate or to the appropriate administrative officer.

The Senate shall establish the following standing committees:

- **Committee on Committees** - The Committee on Committees shall be responsible for nominating for election all faculty members of the committees of the Senate and the University Assembly. The chair of the Committee shall be a faculty Senator.

- **Steering Committee of the Faculty Senate and University Assembly** (hereinafter referred to as the Steering Committee) - The Steering Committee shall consist of the Senate Chairperson, who shall serve as Chairperson of the Steering Committee, the Chancellor, the Secretary of the Senate, and three elected Senators. Chairs of Senate and Assembly Committees will be asked to attend Steering Committee meetings when their committees have items for the agenda of the next Senate or Assembly meeting. It shall be the responsibility of the Steering Committee:

  (1) To call regular and special meetings of the Senate and Assembly and to prepare the agenda prior to each meeting.

  (2) To coordinate the work and activities of the Senate and Assembly and of Senate and Assembly committees.

  (3) To meet regularly and frequently with the Chancellor to discuss matters of policy concerning the University of Missouri-St. Louis.
(4) As an agency of the Senate and Assembly, to maintain avenues of communication with the Faculty and student body of the University of Missouri-St. Louis, with campus administrative officers and the governing board of the University.

(5) To establish all guidelines for elections for membership in the Senate and Assembly and to supervise said elections.

c. **Committee on Curriculum and Instruction** - The Committee shall have general responsibility for recommending to the Senate policies and procedures in the area of curriculum and instruction. It shall also recommend policies regarding graduation requirements, special honors programs, and academic publications such as catalogs and schedules of courses.

   (1) The Committee also shall regularly recommend to the Senate the calendar of the University. It shall recommend policies relating to schedules of classes and final examination schedules. Departures from calendars and examination schedules will be recommended by this Committee.

   (2) New degrees and degree programs proposed by the separate schools, colleges, and such other parallel units as may be created from time to time, shall be submitted by the appropriate dean or equivalent to the Committee for recommendation to the Senate.

   (3) Curricular additions and changes will be sent by the appropriate dean or equivalent to the Committee to be examined for overlap and duplication. In the absence of overlap and/or duplication, such proposals will be reported to the Senate.

d. **Committee on Appointments, Tenure, and Promotion** - The Committee shall consist of full professors holding a tenure appointment. There shall be one member on the Committee elected from each of the following units: Humanities, Natural Sciences/Mathematics, Social Sciences, Fine Arts & Communication, Business Administration, Education, Nursing, Optometry, and such parallel units as may be created from time to time. There shall also be two members elected at large from the campus. The Committee shall elect a chairperson from among its members.

   (1) Initial academic appointments to the University of Missouri-St. Louis recommended as tenure appointments shall be submitted by the Department or Division concerned through the Dean or equivalent of the appropriate school, college, or other parallel unit. The Dean or equivalent shall forward the Department’s or Division’s recommendations with the Dean’s or equivalent’s own recommendations for approval or disapproval. After consideration, the Committee on Appointments, Tenure, and Promotion shall submit its recommendations to the Chancellor.
Tenure recommendations for Faculty holding term appointments, and recommendations for promotion above the rank of assistant professor, shall be made in accordance with the procedure outlined above.

It shall be the responsibility of this Committee together with the appropriate administrative officers, to establish, develop, and maintain in all areas of the University the highest standards of faculty quality.

e. Committee on Promotion of Non-Tenure Track Faculty – The Committee shall consist of eligible faculty holding the rank of Teaching Professor, Clinical Professor, Extension Professor, or Research Professor and at least one full professor. There shall be one member on the Committee elected from each of the following units: Humanities, Natural Sciences/Mathematics, Social Sciences, Fine Arts & Communication, Business Administration, Education, Nursing, Optometry, and such parallel units as may be created from time to time. There shall also be two faculty members elected at large from the campus. The Committee shall elect a chairperson from among its members.

(1) The Dean or equivalent shall forward the Department’s or Division’s recommendations with the Dean’s (or equivalent) own recommendation for approval or disapproval of promotion to the Committee. After consideration, the Committee shall submit its recommendation to the Chancellor.

(2) Promotion recommendations will be made in accordance with procedures determined by the Committee, consistent with the Collected Rules and Regulations of the University of Missouri.

(3) The committee shall use standards created by the academic units and shall not create additional campus-wide standards.

(4) It shall be the responsibility of this Committee, together with the appropriate administrative officers, to establish, develop, and maintain in all areas of the University the highest standards of faculty quality.

f. Committee on Research - The Committee shall consist of two panels, one meeting in the fall semester and the other meeting in the spring semester.

(1) The Fall and Spring panels shall meet jointly in the fall to elect a committee chairperson, to clarify program objectives, to coordinate deadlines, to set guidelines for research proposals and awards, and to recommend policy to the senior campus research administrator. The panels shall meet separately to elect their respective panel leaders in the fall. Thereafter, the panels shall meet during their semester of service to advise and make recommendations on:

(a) Competitions for internal grant funds, including financial support during the summer and during research leaves, support for research assistants, grants for equipment and supplies, and funds for travel to research locations,
(b) Nominations for campus, University, and external research awards that are available campus-wide.

(2) The panels shall also meet jointly after the Spring Panel has completed its work in order to review procedures and develop recommendations for the following year’s committee to consider.

(3) The committee chairperson shall vote only as a member of the panel to which he/she has been elected.

(4) Panel members are ineligible to receive funding and awards under the jurisdiction of the panel on which they serve during the period of their service on the panel. The committee chairperson is ineligible to receive funding and awards under the Committee’s jurisdiction during the entire year of his/her service as chairperson.

g. Committee on University Libraries - The Committee shall advise the Dean of Libraries on policy issues, including budgetary issues; serve as liaison between the libraries and the University community via the Senate; advise the University administration about policies and recommendations adopted by the Senate or the Committee; and consider any matter referred by the Senate, the Dean of Libraries, or any member of the campus community.

h. Committee on Faculty Teaching and Service Awards - The Committee shall formulate and publish guidelines for campus-wide teaching and service awards; solicit nominations for these awards as well as University and external teaching and service awards; and recommend candidates to the Chancellor. Members of the Committee are ineligible to receive awards under the Committee’s jurisdiction during the entire period of their service on the Committee.

i. Committee on the Assessment of Educational Outcomes - The Committee shall have the general responsibility of making recommendations concerning policies in the area of assessment of educational outcomes and related matters. The Committee shall also regularly review and advise on policies and procedures in this area and recommend changes when appropriate.

j. Committee on Research Policy - The Committee on Research Policy shall be responsible for recommending and reviewing policy in the areas of research and research administration and for advising the Vice Provost for Research.

k. Academic Advisory Committee - The Committee shall have the general responsibility of making recommendations to the Vice Chancellor for Academic Affairs on academic issues affecting the University, including recommending general policies and procedures governing the evaluation of academic instruction and advisement.

l. Committee on Bylaws and Rules for the Faculty Senate and University Assembly - The Committee shall:
(1) Receive all proposals for Bylaws changes, review proposed Bylaws changes, and initiate the process of Bylaws changes as smoothly and infrequently as possible.

(2) Recommend interpretation of the Bylaws upon the written request of the Senate Chairperson, and report its conclusions to the Senate.

(3) Compile and maintain a current set of Senate and Assembly Operating Rules, consider changes in Operating Rules, and report recommendations regarding Operating Rules to the Senate.

m. **Committee on Research Misconduct** - The Committee shall perform the responsibilities prescribed by the Collected Rules and Regulations of the University of Missouri (420.020), “Procedures Governing the Disposition of Charges of Research Dishonesty by Academic Faculty and Staff.”

n. **Committee on Issues of Tenure Removal** - The Committee shall conduct hearings in removal cases or in disputed cases involving tenure rights and status as provided for in the Academic Tenure Regulations of the University of Missouri. This committee is that referred to as the Campus Faculty Committee on Tenure in the Academic Tenure Regulations. Grievances by faculty members shall be handled through the Academic Grievances Procedure, except as specified in Section 300.040 C.4.1.(1).

n-o. **Oversight Committee** - The Committee shall perform the responsibilities prescribed by the Collected Rules and Regulations of the University of Missouri (370.010.C.11), "Academic Grievance Procedure.” The role of the Oversight Committee is to monitor the grievance process as neutral observers and provide feedback on the process to the Faculty Senate, the faculty, and the Provost’s and Chancellor’s offices.

o-p. **Ad hoc Committees** - As the need arises, the Senate shall establish or recommend to the Chancellor establishment of ad hoc committees. Ad hoc Senate Committees shall be established through Senate approval of nominees selected by the Senate Committee on Committees or by nomination from the floor of the Senate. The faculty composition for each ad hoc committee shall be determined by the Senate.

p-q. **University-Wide and Statewide Committees** - Reports from University-wide and statewide committees may be presented to the Senate. Whenever possible, representatives of the University of Missouri-St. Louis serving on University-wide and/or statewide committees should advise the Senate Steering Committee if a report to the Senate is necessary.

D. **UNIVERSITY ASSEMBLY OF THE UNIVERSITY OF MISSOURI-ST. LOUIS**
(Hereinafter referred to as Assembly)

1. **Membership** - The voting members of the Assembly shall consist of the elected members of the Senate; the President; the Chancellor; the Vice Chancellor for Academic OPEN – CONSENT – 6 - 9 April 9-10, 2015
Affairs; the Dean of the Graduate School; the Vice Provost for Student Affairs; the Dean of Continuing Education; student representatives equal in number to one-third of the faculty members of the Assembly; and three staff members, including the President of the Staff Association. Non-voting members shall consist of vice chancellors and vice provosts not already included, deans of all colleges and schools (whether or not their faculties are represented), the Dean of Libraries, and the President of the Student Government Association.

2. **Functions** - It shall be the responsibility of the Assembly to exercise those functions of the Faculty (see Section 300.040 A.2) delegated by the Faculty as a body.

3. **Meetings and Officers** - The Assembly shall meet regularly every other month during the academic year or in special meetings as called by the Steering Committee of the Senate and the Assembly (hereinafter referred to as the Steering Committee). The Steering Committee shall call a special meeting of the Assembly on request of the Chancellor or of any five members of the Assembly. Proceedings in Assembly meetings shall be in accordance with the rules set forth in the most recent edition of Robert’s Rules of Order. A quorum shall consist of a majority of elected representatives.

   a. The elected officers of the Assembly shall be the same as those for the Senate.

   b. The Chairperson, or in the Chairperson’s absence a voting member of the Assembly designated by the Chairperson, shall be the presiding officer at each meeting of the Assembly.

4. **Committees of the Assembly** - All members of the eligible faculty, Administration, and Staff shall be eligible to serve on Assembly committees. Students who satisfy the eligibility requirements for service on the Assembly shall also be eligible to serve on Assembly committees. The standing committees of the Assembly shall be elected each year at the first organizational meeting of the Assembly.

   The Assembly shall establish the following standing committees:

   a. **Administrator Evaluation** - The Committee shall annually conduct an evaluation of administrators on the UM-St. Louis campus.

   b. **Budget and Planning Committee** - The Committee shall examine general budgetary allocations and priorities, shall consider questions relating to the development of the University of Missouri-St. Louis and to the University of Missouri as a whole, and shall make recommendations on development and fiscal matters to the Chancellor. The Committee shall report on its work at each Assembly and each Senate meeting.

   c. **Committee on Recruitment, Admissions, Retention, and Student Financial Aid** - The Committee shall:

      (1) Monitor processes associated with recruitment, admissions, retention, and student financial aid and facilitate reporting to the Assembly.
(2) Recommend policies and procedures to the Assembly, the Director of Admissions, Dean of Enrollment, the Director of Student Retention Services, and the Director of Student Financial Aid regarding recruitment, admissions, retention, and student financial aid.

(3) Facilitate discussion with administrators and students on policies and procedures regarding scholarships, advisement and appeals.

d. Committee on Student Affairs - The Committee on Student Affairs shall be responsible for recommending and reviewing policy in the areas of non-academic regulations and student services, and for advising the Vice Provost for Student Affairs. The responsibilities of the Committee may be exercised by subcommittees established in any of the above areas. Faculty and staff members with administrative responsibilities in these areas shall be members of the subcommittees dealing in those areas. This charge does not contradict nor supersede the explicit charge of any of the other standing committees of the Assembly.

e. Committee on Student Publications - The Committee on Student Publications shall be responsible for recommending and reviewing policy concerning student publications which are directly funded by the University. This charge does not contradict nor supersede the explicit charge of any of the other standing committees of the Assembly.

f. Committee on Physical Facilities, Space, and General Services - The Committee shall have the general responsibility for recommending to the Assembly policies and procedures in the areas of campus facilities and general services. It shall act in an advisory and fact-finding capacity for the planning of physical facilities, review and report priority matters relating to maintenance, construction, and support services to the Assembly, and review and process complaints and suggestions regarding physical facilities and services. The Committee shall be responsible for formulating long-range space recommendations including the type and amount of space needed, and priorities. Proposals for a long-term or campus-wide nature will be brought to the Assembly for discussion, debate, and ultimate recommendation to the Chancellor. Allocation of existing unused space will be recommended to the Chancellor by the Committee and reported to the Assembly.

g. Committee on Information Technology – The Committee shall be responsible for general policy issues regarding campus information technology.

h. Ad hoc Committees - As the need arises, the Assembly shall establish or recommend to the Chancellor establishment of ad hoc committees. Ad hoc Assembly committees shall be established through Assembly approval of nominees selected by the Senate/Assembly Committee on Committees or by nomination from the floor of the Assembly. The composition for each ad hoc committee shall be determined by the University Assembly.
E. AMENDMENTS

1. Proposed changes to these Bylaws shall be submitted to, or initiated by, the Bylaws and Rules Committee, which will follow the relevant procedures outlined above (C.4.j) and then provide them in written form to the Senate or Assembly as appropriate. The appropriate body shall then recommend passage or rejection of the proposed amendment(s) by majority vote. Upon passage of an amendment by the Senate or Assembly, the Chancellor shall submit the proposed change in writing to the Faculty of the University of Missouri-St. Louis. Ballots shall be mailed individually to all persons eligible to vote. Bylaw changes recommended by the Senate or Assembly shall be adopted by a majority of votes cast by the Faculty. Any amendments or modifications shall be presented by the Chancellor through the President to the Board for its approval before becoming effective.

2. Senate Operating Rules may be amended by majority vote of the Senate.

3. Assembly Operating Rules may be amended by majority vote of the Assembly.
A. FACULTY

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   b. A quorum shall consist of ten percent of the voting members of the Faculty.

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   (1) To call regular and special meetings of the Senate and Assembly and to prepare the agenda prior to each meeting.

   (2) To coordinate the work and activities of the Senate and Assembly and of Senate and Assembly committees.

   (3) To meet regularly and frequently with the Chancellor to discuss matters of policy concerning the University of Missouri-St. Louis.
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(1) The Committee also shall regularly recommend to the Senate the calendar of the University. It shall recommend policies relating to schedules of classes and final examination schedules. Departures from calendars and examination schedules will be recommended by this Committee.

(2) New degrees and degree programs proposed by the separate schools, colleges, and such other parallel units as may be created from time to time, shall be submitted by the appropriate dean or equivalent to the Committee for recommendation to the Senate.

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(3) It shall be the responsibility of this Committee together with the appropriate administrative officers, to establish, develop, and maintain in all areas of the University the highest standards of faculty quality.

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(a) Competitions for internal grant funds, including financial support during the summer and during research leaves, support for research assistants, grants for equipment and supplies, and funds for travel to research locations, and
(b) Nominations for campus, University, and external research awards that are available campus-wide.

(2) The panels shall also meet jointly after the Spring Panel has completed its work in order to review procedures and develop recommendations for the following year’s committee to consider.

(3) The committee chairperson shall vote only as a member of the panel to which he/she has been elected.

(4) Panel members are ineligible to receive funding and awards under the jurisdiction of the panel on which they serve during the period of their service on the panel. The committee chairperson is ineligible to receive funding and awards under the Committee’s jurisdiction during the entire year of his/her service as chairperson.

g. **Committee on University Libraries** - The Committee shall advise the Dean of Libraries on policy issues, including budgetary issues; serve as liaison between the libraries and the University community via the Senate; advise the University administration about policies and recommendations adopted by the Senate or the Committee; and consider any matter referred by the Senate, the Dean of Libraries, or any member of the campus community.

h. **Committee on Faculty Teaching and Service Awards** - The Committee shall formulate and publish guidelines for campus-wide teaching and service awards; solicit nominations for these awards as well as University and external teaching and service awards; and recommend candidates to the Chancellor. Members of the Committee are ineligible to receive awards under the Committee’s jurisdiction during the entire period of their service on the Committee.

i. **Committee on the Assessment of Educational Outcomes** - The Committee shall have the general responsibility of making recommendations concerning policies in the area of assessment of educational outcomes and related matters. The Committee shall also regularly review and advise on policies and procedures in this area and recommend changes when appropriate.

j. **Committee on Research Policy** - The Committee on Research Policy shall be responsible for recommending and reviewing policy in the areas of research and research administration and for advising the Vice Provost for Research.

k. **Academic Advisory Committee** - The Committee shall have the general responsibility of making recommendations to the Vice Chancellor for Academic Affairs on academic issues affecting the University, including recommending general policies and procedures governing the evaluation of academic instruction and advisement.

l. **Committee on Bylaws and Rules for the Faculty Senate and University Assembly** - The Committee shall:

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(1) Receive all proposals for Bylaws changes, review proposed Bylaws changes, and initiate the process of Bylaws changes as smoothly and infrequently as possible.

(2) Recommend interpretation of the Bylaws upon the written request of the Senate Chairperson, and report its conclusions to the Senate.

(3) Compile and maintain a current set of Senate and Assembly Operating Rules, consider changes in Operating Rules, and report recommendations regarding Operating Rules to the Senate.

m. **Committee on Research Misconduct** - The Committee shall perform the responsibilities prescribed by the Collected Rules and Regulations of the University of Missouri (420.020), “Procedures Governing the Disposition of Charges of Research Dishonesty by Academic Faculty and Staff.”

n. **Committee on Issues of Tenure Removal** - The Committee shall conduct hearings in removal cases or in disputed cases involving tenure rights and status as provided for in the Academic Tenure Regulations of the University of Missouri. This committee is that referred to as the Campus Faculty Committee on Tenure in the Academic Tenure Regulations. Grievances by faculty members shall be handled through the Academic Grievances Procedure, except as specified in Section 300.040 C.4.1.(1).

o. **Oversight Committee** - The Committee shall perform the responsibilities prescribed by the Collected Rules and Regulations of the University of Missouri (370.010.C.11), "Academic Grievance Procedure.” The role of the Oversight Committee is to monitor the grievance process as neutral observers and provide feedback on the process to the Faculty Senate, the faculty, and the Provost’s and Chancellor’s offices.

p. **Ad hoc Committees** - As the need arises, the Senate shall establish or recommend to the Chancellor establishment of ad hoc committees. Ad hoc Senate Committees shall be established through Senate approval of nominees selected by the Senate Committee on Committees or by nomination from the floor of the Senate. The faculty composition for each ad hoc committee shall be determined by the Senate.

q. **University-Wide and Statewide Committees** - Reports from University-wide and statewide committees may be presented to the Senate. Whenever possible, representatives of the University of Missouri-St. Louis serving on University-wide and/or statewide committees should advise the Senate Steering Committee if a report to the Senate is necessary.

**D. UNIVERSITY ASSEMBLY OF THE UNIVERSITY OF MISSOURI-ST. LOUIS**
(Hereinafter referred to as Assembly)

1. **Membership** - The voting members of the Assembly shall consist of the elected members of the Senate; the President; the Chancellor; the Vice Chancellor for Academic Affairs;
Affairs; the Dean of the Graduate School; the Vice Provost for Student Affairs; the Dean of Continuing Education; student representatives equal in number to one-third of the faculty members of the Assembly; and three staff members, including the President of the Staff Association. Non-voting members shall consist of vice chancellors and vice provosts not already included, deans of all colleges and schools (whether or not their faculties are represented), the Dean of Libraries, and the President of the Student Government Association.

2. **Functions** - It shall be the responsibility of the Assembly to exercise those functions of the Faculty (see Section 300.040 A.2) delegated by the Faculty as a body.

3. **Meetings and Officers** - The Assembly shall meet regularly every other month during the academic year or in special meetings as called by the Steering Committee of the Senate and the Assembly (hereinafter referred to as the Steering Committee). The Steering Committee shall call a special meeting of the Assembly on request of the Chancellor or of any five members of the Assembly. Proceedings in Assembly meetings shall be in accordance with the rules set forth in the most recent edition of Robert’s Rules of Order. A quorum shall consist of a majority of elected representatives.

   a. The elected officers of the Assembly shall be the same as those for the Senate.

   b. The Chairperson, or in the Chairperson’s absence a voting member of the Assembly designated by the Chairperson, shall be the presiding officer at each meeting of the Assembly.

4. **Committees of the Assembly** - All members of the eligible faculty, Administration, and Staff shall be eligible to serve on Assembly committees. Students who satisfy the eligibility requirements for service on the Assembly shall also be eligible to serve on Assembly committees. The standing committees of the Assembly shall be elected each year at the first organizational meeting of the Assembly. The Assembly shall establish the following standing committees:

   a. **Administrator Evaluation** - The Committee shall annually conduct an evaluation of administrators on the UM-St. Louis campus.

   b. **Budget and Planning Committee** - The Committee shall examine general budgetary allocations and priorities, shall consider questions relating to the development of the University of Missouri-St. Louis and to the University of Missouri as a whole, and shall make recommendations on development and fiscal matters to the Chancellor. The Committee shall report on its work at each Assembly and each Senate meeting.

   c. **Committee on Recruitment, Admissions, Retention, and Student Financial Aid** - The Committee shall:

      (1) Monitor processes associated with recruitment, admissions, retention, and student financial aid and facilitate reporting to the Assembly.
(2) Recommend policies and procedures to the Assembly, the Dean of Enrollment, the Director of Student Retention Services, and the Director of Student Financial Aid regarding recruitment, admissions, retention, and student financial aid.

(3) Facilitate discussion with administrators and students on policies and procedures regarding scholarships, advisement and appeals.

d. **Committee on Student Affairs** - The Committee on Student Affairs shall be responsible for recommending and reviewing policy in the areas of non-academic regulations and student services, and for advising the Vice Provost for Student Affairs. The responsibilities of the Committee may be exercised by subcommittees established in any of the above areas. Faculty and staff members with administrative responsibilities in these areas shall be members of the subcommittees dealing in those areas. This charge does not contradict nor supersede the explicit charge of any of the other standing committees of the Assembly.

e. **Committee on Student Publications** - The Committee on Student Publications shall be responsible for recommending and reviewing policy concerning student publications which are directly funded by the University. This charge does not contradict nor supersede the explicit charge of any of the other standing committees of the Assembly.

f. **Committee on Physical Facilities, Space, and General Services** - The Committee shall have the general responsibility for recommending to the Assembly policies and procedures in the areas of campus facilities and general services. It shall act in an advisory and fact-finding capacity for the planning of physical facilities, review and report priority matters relating to maintenance, construction, and support services to the Assembly, and review and process complaints and suggestions regarding physical facilities and services. The Committee shall be responsible for formulating long-range space recommendations including the type and amount of space needed, and priorities. Proposals for a long-term or campus-wide nature will be brought to the Assembly for discussion, debate, and ultimate recommendation to the Chancellor. Allocation of existing unused space will be recommended to the Chancellor by the Committee and reported to the Assembly.

g. **Committee on Information Technology** – The Committee shall be responsible for general policy issues regarding campus information technology.

h. **Ad hoc Committees** - As the need arises, the Assembly shall establish or recommend to the Chancellor establishment of ad hoc committees. Ad hoc Assembly committees shall be established through Assembly approval of nominees selected by the Senate/Assembly Committee on Committees or by nomination from the floor of the Assembly. The composition for each ad hoc committee shall be determined by the University Assembly.
E. AMENDMENTS

1. Proposed changes to these Bylaws shall be submitted to, or initiated by, the Bylaws and Rules Committee, which will follow the relevant procedures outlined above (C.4.j) and then provide them in written form to the Senate or Assembly as appropriate. The appropriate body shall then recommend passage or rejection of the proposed amendment(s) by majority vote. Upon passage of an amendment by the Senate or Assembly, the Chancellor shall submit the proposed change in writing to the Faculty of the University of Missouri-St. Louis. Ballots shall be mailed individually to all persons eligible to vote. Bylaw changes recommended by the Senate or Assembly shall be adopted by a majority of votes cast by the Faculty. Any amendments or modifications shall be presented by the Chancellor through the President to the Board for its approval before becoming effective.

2. Senate Operating Rules may be amended by majority vote of the Senate.

3. Assembly Operating Rules may be amended by majority vote of the Assembly.