

ADELPHI UNIVERSITY
Library Faculty By-Laws
*(Amended and Restated, and Approved by the
Adelphi University Board of Trustees, June 11, 2021)*

Article I. Name

Library Faculty

Article II. Purpose

- A. Subject to the ultimate authority of the Board of Trustees of Adelphi University, including the authority delegated to the President by the Board of Trustees, and through the President to the Provost and the Dean of Libraries, the Library Faculty, in accordance with the Articles of Governance of Adelphi University, is organized to act on educational matters within the scope of its academic domain. This document specifies the authority and governing policies for assuming such responsibility.
- B. As described more fully in the Operating Procedures of the Library Faculty of Adelphi University (the "Operating Procedures"), the Library faculty, subject to the ultimate decision-making authority of the Board of Trustees, as delegated to the President through the Provost and the Dean of Libraries, is responsible for proposing, deliberating, and making recommendations to the Dean of Libraries regarding the Libraries' programs, services, collections, curriculum, methods of instruction, research, faculty status and those aspects of student life which relate to the Libraries' programs. See also, Article VI. Operating Procedures.

Article III. Membership

- A. During any academic year, the eligible voting faculty of the Libraries shall consist of all full-time Library faculty, including visiting faculty. Voting privileges are simultaneous with the date of initial appointment and terminate with the date of severance, for whatever reason, from the Libraries.
- B. Any provisions for voting rights for senior adjunct faculty and/or Emeritus faculty may be stated in the Operating Procedures and shall be in accordance with the Collective Bargaining Agreement and accreditation agency requirements.
- C. The Dean of University Libraries is the chief executive officer.

Article IV. Meetings of the Full Faculty

- A. Meetings of the Full Faculty may be called by:
 - a. The Dean of University Libraries.
 - b. Upon written request to the Dean of at least three of the voting members of the Library Faculty.
 - c. A schedule specified in the Operating Procedures.

- B. The Dean of University Libraries shall determine the agenda for all meetings of the Library Full Faculty, as specified in the Operating Procedures. The Dean or Dean's designated representative shall preside at all meetings of the Library Full Faculty.
- C. A recorder of the minutes shall be designated for each meeting of the full faculty, as specified in the Operating Procedures.
- D. A majority of the voting members present, either virtually or in person, shall constitute a quorum.
- E. All decisions of the full faculty shall be determined by majority vote unless otherwise specified in these by-laws.

Article V. Standing Committees

- A. Standing Committees are charged to carry out the regular academic affairs of the Libraries. Specific committee responsibilities and functions are enumerated in Article III of the Operating Procedures and shall be in compliance with the Collective Bargaining Agreement.
- B. The Standing Committees include:
 - a. Library Faculty Peer Review Committee - charged with establishing and implementing standards and policies for peer review of full time and adjunct Library Faculty in accordance with the Adelphi University Provisions for Peer Review and with the Adelphi University AAUP Collective Bargaining Agreement.
 - b. Library Faculty Academic Affairs' Committee - charged with overseeing the academic affairs of University Libraries.
 - c. Faculty Elections and Credentials Committee - charged with conducting and overseeing elections requiring participation of University Libraries' faculty.
- C. Additional committees as well as provisions for ad hoc committees, task forces, and/or working groups are addressed in Article III of the Operating Procedures. Ad hoc committees may be established by the Dean of University Libraries and/or the Library Faculty Academic Affairs Committee.

Article VI. Operating Procedures

- A. The Library Faculty may adopt Operating Procedures as they deem reasonable and necessary, and which shall be consistent with the provisions of these Bylaws. In the case of any conflicting provision of the Operating Procedures, the provisions of these Bylaws shall govern.
- B. The Dean shall advise the faculty regarding decisions pursuant to the Operating Procedures.

Article VII. Parliamentary Authority

Robert's Rules of Order shall govern the faculty in all cases in which they are applicable and provided that they are not inconsistent with the Articles of Governance of Adelphi University or special rules.

Article VIII. Amendment and Ratification

As specified by the Articles of Governance of Adelphi University, Article VII, these Bylaws and any amendments become effective upon approval by the majority vote of all eligible voting Faculty and their ratification by the Adelphi University Board of Trustees. Amendments to these Bylaws may be proposed to the full Library faculty at large by the Dean of Libraries, by the Library Faculty Academic Affairs Committee, by at least three of the voting members of the faculty, or by a majority of the full faculty at a meeting at which a quorum is present. Amendments shall be presented to the full faculty two weeks prior to a vote with a rationale prepared by the sponsoring body and with evaluation by the Library Faculty Academic Affairs Committee. To pass, an amendment must receive the affirmative vote of a majority of the eligible voting Faculty.