ADELPHI UNIVERSITY FACULTY SENATE

BYLAWS (Adopted 3/26/73)

I. MEMBERSHIP

A. Election. Members shall be elected as directed in the Constitution of the Faculty of Adelphi University (Article III).

B. Resignation

1. If a member-at-large resigns or is otherwise prevented from attending Senate meetings, a special election shall be conducted by the Credentials and Elections Committee to fill the vacancy.

2. If a departmental representative resigns or is otherwise prevented from attending meetings, the unit involved will be responsible for electing a replacement and notifying the Credentials and Elections Committee of the change.

C. Absence from Meetings

1. If a member-at-large is absent from three consecutive meetings, the Secretary of the Senate shall inquire into the reasons. Upon recommendation of the Secretary, the Executive Committee of the Senate may then declare the seat vacant and request the Credentials and Elections Committee to hold a special election to fill the vacancy.

2. If a departmental representative is absent from two consecutive meetings, the Secretary of the Senate shall notify the unit concerned, which will take appropriate action and so inform the Secretary.

II. MEETINGS

A. Regular meetings are normally held every other week during the academic year. The Executive Committee shall distribute the agenda for each meeting as provided in the Faculty Constitution (Article VI, A). Quorum shall be fifty percent of the membership eligible to vote.

B. Special Meetings
1. A special meeting may be called, upon two days notice, by the Executive Committee, which shall indicate the reason for the meeting and the agenda.

2. Upon written petition of any 10 faculty members, the Chairperson of the Senate shall call a special meeting as rapidly as feasible.

III. PROCEDURES

A. Any item may be discussed and debated at the meeting at which it is first introduced. No vote will be taken on a substantive issue, however, until a subsequent regular meeting in order to provide time for consultation and discussion.

B. By majority vote of the Senate, however, an issue may be declared to require emergency action, in which case a vote may be taken at the same meeting in which the matter was introduced.

IV. COMMITTEES

A. In addition to the standing committees of the Senate named in Article 7 of the Faculty Constitution, the Senate may establish such other committees as it shall see fit.

B. The Executive Committee of the Senate shall then prepare the written charge for each committee, such charge to be approved by the Senate.

C. The Committee on Committees shall be responsible for appointing the members, with their prior consent, to serve on these committees.

D. All committees shall report to the Senate at least once a year.

V. AMENDMENT

Amendment to these bylaws shall be by majority vote of those present and voting at any regular meeting of the Senate, provided that such amendment shall have been submitted in writing at a previous meeting.