

THE CONSTITUTION OF THE FACULTY SENATE OF THE
UNIVERSITY OF MISSISSIPPI MEDICAL CENTER

1. Object. This senate exists to the end that the faculty shall assume its proper share of the responsibility for the making of academic decisions, for the protection of academic freedoms within a framework of due process, and for the general advancement of the University of Mississippi Medical Center.

2. Membership

2-1. Ex officio members. The following shall be ex officio members and shall serve as communication links with other administrative and governing bodies:

The Chancellor of the University of Mississippi

The Director of the University Medical Center

The Dean of the School of Medicine

The Dean of the School of Nursing

The Chairman of the Graduate Council

A representative (or his alternate) duly appointed by the Faculty Senate of the University of Mississippi

The Executive Secretary of the Board of Trustees of the Institutions of Higher Learning

These ex officio members shall have the privilege of the floor only for the purposes of debate. They may not make or second motions, and shall have no vote. In the absence of any ex officio member, only his regular acting assistant may substitute for him.

2-2. Elected members. The elected members shall be drawn from, and elected by, the full-time faculties of the School of Nursing and the School of Medicine according to the following procedures:

The senate shall consist of three classes; these shall rotate at the rate of one class per year, so that each senator shall serve three years with his term expiring on June 30 of the year by which

his class is designated. Each class shall consist of the following seats:

School of Nursing 2.

School of Medicine, Basic Sciences, consisting of the Departments of Anatomy, Biochemistry, Microbiology, Pathology, Pharmacology and Toxicology, Physiology and Biophysics, and Preventive Medicine, 2.

School of Medicine, Clinical Sciences, consisting of the Departments of Anesthesiology, Clinical Laboratory Sciences, Medicine, Surgery, Neurosurgery, Obstetrics and Gynecology, Pediatrics, Psychiatry, and Radiology, 2.

These three parts of the two schools shall be referred to below as divisions.

Among the total body of senators from the School of Medicine, no more than two shall be from the same department (in the case of a joint appointment, the department in which the higher rank is held shall be considered the department of that senator).

- 2-3. Eligibility. Any full-time faculty member of the School of Nursing or of the School of Medicine excepting ex officio members of the Senate shall be eligible for election, provided that he shall have held the rank of Assistant Professor or higher at the University of Mississippi Medical Center for the two years immediately preceding the date he would take office if elected. When a senator's regular term expires, he may not hold office again until two full years have passed. He would, however, become eligible for the regular spring election held during his second year after leaving office. If, however, he were elected especially to fill an unexpired term of one year or less, he may stand for re-election. (See 4-1).
- 2-4. Method of election. Shortly after each January 1, the Secretary shall obtain a list of full-time faculty members from the Director of Personnel. He shall then compile a separate list for each division of the senate, of those eligible to hold office as senator on the following July 1. If, on that date, there would be two senators from the same department still serving, then no members from that department would be listed as eligible for that particular

election (the School of Nursing, so long as it has no departments, is exempted). The Secretary then shall mail out no later than January 15, one copy of the School of Nursing list to each full-time faculty member holding the rank of Instructor or higher in the School of Nursing. The lists for the Basic Science and Clinical Science divisions of the School of Medicine shall be distributed in the same manner. The faculty member shall be instructed to vote for four names on the list, with, for the School of Medicine faculty, no more than two from the same department. The list shall include directions for its return within four weeks in an unmarked sealed envelope within an outer envelope signed by the voter and addressed to the Secretary. After one month the Executive Committee shall meet, open the sealed unmarked envelopes, and count the votes. Within each division, the four names with the largest number of votes shall become the nominees for senator, except that in the Basic and Clinical Science divisions no more than two nominees shall be from the same department. Ties will be settled as in 2-5.

- 2-5. Balloting. At the March meeting, the names of the nominees chosen (Para. 2-4, above) shall be announced, and following the meeting, the Secretary shall prepare and distribute by mail three sets of ballots consistent with the provisions of Para. 2-4. The ballot shall contain directions for its return similar to those in Para. 2-4, with the faculty member instructed to vote for two of the four names. One month after the ballots have been mailed out, the Executive Committee shall meet, open the unmarked envelopes, and count the ballots. Within any division, the two names receiving the largest number of votes shall be declared elected and the results announced at the May meeting. In case of a tie, the persons tied shall draw lots from the Secretary in the presence of the Executive Committee.

3. Officers of the Faculty Senate

- 3-1. Description and duties. The officers shall be President, President-Elect, Secretary, and Secretary-Elect.

The President shall moderate each meeting, and chair the Executive Committee.

The President-Elect shall act for the President in case he is unable to carry out his duties. In addition, he shall serve

as parliamentarian.

The Secretary shall keep the minutes of each meeting of the Faculty Senate, as well as those of the Executive Committee.

The Secretary-Elect shall assist the Secretary and act for him in case he is unable to carry out his duties.

- 3-2. Eligibility. Only elected members of the Faculty Senate may hold office.
- 3-3. Term of office. Each officer shall hold office for one year as officer-elect, beginning on July 1, immediately following his election, and for the succeeding year as officer, except as otherwise provided for under Para. 4-2.
- 3-4. Election of officers. The new officers shall be elected by the full senate (excluding ex officio members) at the April meeting, the President having announced the candidates for President-Elect and Secretary-Elect at the March meeting. These shall be determined automatically in order to insure the rotation of officers among the three divisions as follows:
 - 1) when the current President-Elect is from the Basic Sciences, the nominees for the new President-Elect shall be the freshman Senators from the Clinical Sciences and the nominees for the new Secretary-Elect those from the School of Nursing.
 - 2) when the current President-Elect is from the Clinical Sciences, the nominees for the new President-Elect shall be the freshman Senators from the School of Nursing and the nominees for the new Secretary-Elect those from the Basic Sciences.
 - 3) when the current President-Elect is from the School of Nursing, the nominees for the new President-Elect shall be the freshman Senators from the Basic Sciences and the nominees for the new Secretary-Elect those from the Clinical Sciences.
- 3-5. Executive Committee. The Executive Committee shall consist of the President, the President-Elect, the Secretary, and the Secretary-Elect. It shall prepare the agenda and serve as election committee.

4. Vacancies

4-1. Senate seats. If a senate seat becomes vacant, it shall be filled by the person receiving the next highest number of votes in the election originally filling that seat, consistent with the provisions of Para. 2-4 through 2-5.

4-2. Officers. If any office becomes vacant between July 1 and the following April election of officers, the officer's classmate from his division shall automatically assume office until his term expires or until he advances to President or Secretary.

If the vacancy occurs after the April election of officers, it will be filled early by the senator who would otherwise fill it either because of election or advancement on the following July 1.

5. Relationship to other Administrative and Governing Bodies and Authorities

5-1. Review. While the Faculty Senate recognizes the autonomy of the Executive Faculty of the School of Medicine, of the Graduate Council, of the Faculty of the School of Nursing, and of the Faculty Senate of the University of Mississippi, it reserves the right to review any action of these bodies, if that action affects the University of Mississippi Medical Center faculty and/or student body as a whole.

5-2. Higher authority. The Faculty Senate acknowledges the final authority of the Board of Trustees of the Institutions of Higher Learning in the State of Mississippi, subject to the constitutions of the State of Mississippi and of the United States of America.

6. Parliamentary Reference. In those questions of parliamentary procedure not specifically covered in this document, Robert's Rules of Order Revised shall apply.

7. Powers. The Faculty Senate shall have the power to recommend new policy or the alteration of existing policy within the following limitations:

7-1. The Director of the University of Mississippi Medical Center shall approve with affirmative action or shall veto any recommendation of the Faculty Senate within 60 days following the date the recommendation was received. In the absence of the Director, the Director - Designee shall automatically assume this responsibility. If, by the end of the 60 day period, no action has been taken, then the right of appeal may be followed as outlined in 7-3.

- 7-2. In recommending matters of policy, the following procedure will apply:

The opening step must be a motion to place the matter on the agenda of the next regular meeting. The motion must be seconded and then may be debated. A simple majority shall suffice to carry the motion. If carried, the recommendation itself may be taken up at the next meeting. A two-thirds majority of those present and voting shall be necessary for passage.

- 7-3. Appeal. The Faculty Senate shall have the right to approach, through normal administrative channels, the Chancellor of the University as well as the Board of Trustees concerning any action by the Administration of the University of Mississippi Medical Center, subject to the following limitations:

- 1) The opening step shall be a motion to hear a representative of the Administration speak to the action at the next meeting. A simple majority will suffice to carry the motion.
- 2) At the next meeting, following the hearing, a motion to appeal the action will be in order, and must designate the official or group to which the appeal is directed. Following passage, which shall require a two-thirds majority of those present and voting, the President shall deliver to the Director of the University Medical Center or, in his absence, the Director-Designee, a request for a hearing from the designated official or group. At the next meeting, the President shall make a full report to the senate. If further appeal is desired, it may be authorized by a two-thirds majority of those present and voting.
- 3) In the event that the Director or the Chancellor fails to pass the appeal, with or without comment, to the next higher authority within 60 days, the Faculty Senate will have the privilege of appealing directly to that authority.

8. Meetings. The Faculty Senate shall meet at least once each month.

- 8-1. Attendance. Any faculty member may, on his own initiative, attend any regular meeting of the senate. If he requests permission to address the senate, a simple majority will suffice

to grant him this privilege. If he filed a prior written request with the Executive Committee, however, he must be given a hearing.

8-2. Attendance by others

- 1) Students. Any registered student (at the Medical Center) wishing to be heard by the senate must first file a written request with the Executive Committee. He may then be invited to address the senate at its next meeting.
- 2) Other persons. The senate meetings shall be closed to all others except those the Executive Committee or the senate may choose to invite or to hear.

8-3. Quorum. Half the membership shall constitute a quorum, if there be at least two senators present from each division.

8-4. Called meetings. The Executive Committee may call special meetings as necessary. The business transacted will be limited to that outlined in the call.

8-5. Cancelled meetings. The Executive Committee may cancel any scheduled meetings provided due notice is given.

9. Amendments. This constitution may be amended by the following sequence of actions:

- 9-1. A motion to place the question of amendment on the agenda of the next meeting shall be made at a regular meeting, a simple majority vote required for passage.
- 9-2. At the following meeting, a two-thirds majority of those present and voting shall be required for passage.
- 9-3. A written notice then shall be sent to each faculty member (as defined in 2-4) describing the proposed amendment.

After the next regular meeting, the faculty members thus notified shall be balloted by mail (by the general procedures in section 2). A simple majority of the votes cast within each division shall be required for passage.

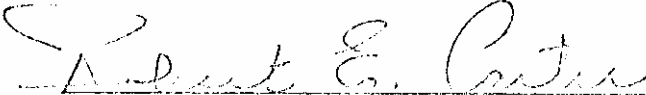
10. Adoption. The Director of the University of Mississippi Medical Center shall serve as the temporary President of the Faculty Senate until the Constitution be adopted, the senators chosen, and

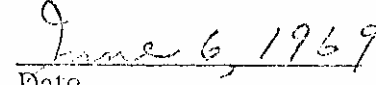
the new President elected. He shall appoint a temporary committee, drawn from the faculty, to assist him.

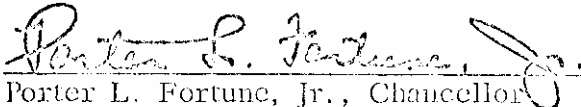
- 10-1. Constitution. The constitution must first be ratified by a simple majority of the faculty membership present at a general faculty acting, provided that a copy of the proposed constitution together with notice of the meeting has been distributed to each such faculty member far enough in advance of the balloting for ratification to allow study. If the constitution be ratified, it shall require the signature of the Director of the University of Mississippi Medical Center as well as that of the Chancellor of tile University of Mississippi before it shall be declared in effect. It cannot, however, be dissolved by either of these offices at a later time.
- 10-2. Operation. It shall be understood that in the operation of the Faculty Senate, the faculty shall furnish the personnel in the form of Senators, and the Administration shall furnish supplies and secretarial assistance.
- 10-3. Election of Senators. The procedures of 2-2 through 2-5 shall be followed, except that that the initial list shall be mailed out as soon as the constitution is in effect, with instructions to each division to vote for 12. After one month, the temporary committee (10) shall count the votes. Within each division, the 12 persons with the largest number of votes shall be declared the nominees for that division, except that no more than four names may be from the same department. The ballots, with instructions to vote for six, with no more than two from the same department, then shall be distributed. After one month, the temporary committee (10) shall count the ballots, and arrange the names within each division in descending order of number of votes received; in the case of tie votes, the provisions of 2-5 shall apply. If more than two persons from the same department (School of Medicine) are in the top six, the two highest shall be elected but the others from the same department omitted from the list. Within each division, the two highest candidates shall be declared elected to three year terms, the next two to two year terms, and the next two to one year terms. The temporary President shall make written announcement to the entire faculty of the results and at the same time announce the first meeting of the new senate. At that meeting he shall preside until a new


President has been elected from among those chosen for three year terms. The division from which the new President is chosen then shall determine the divisions from which the other officers shall be chosen according to 3-4, the new President being considered the current President-Elect for this purpose. The Secretary also shall be from those elected to three year terms, while the officers-elect shall be from those elected to two year terms.

Adopted by the Faculty, May 30, 1969.


Robert E. Carter, Director of the
University of Mississippi Medical
Center


Date


Porter L. Fortune, Jr., Chancellor
The University of Mississippi


Date

This document is a reconstruction from OCR scanning of the printed June 1969 Constitution for UMMC Faculty Senate website documentation. The margins and fonts were adjusted to maintain the original appearance as closely as possible. The signatures are reproduced as a .bmp object from a fax quality scan of Page 9 of the printed June 1969 Constitution.

Ben Nash, MD
Website Editor
17 July, 2005