This Faculty Governance Body (FGB) is established to provide for the governance of the Morgridge College of Education (MCE) Faculty and for the full participation of the MCE Faculty in determining educational philosophies, policies, and procedures. The FGB represent the faculty voice and as such, advises the Dean and the Dean’s office regarding all aspects of the functioning of the MCE, including but not limited to the academic mission, quality of instruction/curriculum, research expectations/quality, service requirements, admissions/retention of students, policies and procedures for students and faculty, as well as guiding efforts for inclusive excellence.

These by-laws shall not be interpreted to contravene the laws of the University of Denver and/or the statutory authority of the Board of Trustees of the University of Denver.

1. Membership & Responsibility: MCE Faculty Governance Body (FGB)
   1.1. MCE Faculty who hold 0.53FTE or above appointments and occupy one of the roles listed below are voting members of the MCE Faculty Governance Body (FGB) and count toward quorum.
      1.1.1. Professor of Teaching (series)
      1.1.2. Professor of Practice (series)
      1.1.3. Clinical Faculty (series)
      1.1.4. Tenure-Track (Assistant Faculty; untenured)
      1.1.5. Tenure-Track (series; tenured)
      1.1.6. Research Faculty (series)
   1.2. MCE Faculty who hold 0.53FTE or above appointments and occupy one of the roles or statuses listed below are voting members of the MCE Faculty Governance Body (FGB), but do not count toward quorum.
      1.2.1. Emeriti Faculty
      1.2.2. Retired
      1.2.3. Visiting Faculty
      1.2.4. On leave
      1.2.5. Sabbatical
   1.3. MCE Faculty who hold 0.52FTE or below appointments or occupy one of the roles or statuses listed below are eligible to attend faculty governance meetings, but are non-voting members, cannot serve on FEC or FGB committees, and do not count toward quorum.
      1.3.1. Adjunct Faculty
      1.3.2. Affiliate Faculty
      1.3.3. Fulbright Scholar
   1.4. The Dean and any Associate Deans or Assistant Deans (or designates) are not eligible to participate on FGB committees, vote on FGB issues, do not count toward quorum, and may only attend if invited.
1.5. The FGB is responsible to vote on issues that are essential to the functioning of the college/university.
1.6. The FGB has a role to inform the Dean and Dean’s office of the will/perspective of the faculty by votes on resolutions, policies, bylaw changes, or related motions.
1.7. The FGB has the role to enhance the climate of the college through measures that have been endorsed by the majority of the faculty, such as, but not limited, to the Meeting and Classroom Rules Guidelines.

2. MCE Faculty Executive Committee
2.1. The Faculty Executive Committee (FEC) includes a President, Vice President for Research/Scholarship, Vice President for Teaching/Mentoring, Vice President for Service, Vice President for Inclusive Excellence, and Vice President for Communications.
2.1.1. These positions should represent the values and beliefs of all departments and thus, ideally, have representation from each department.
2.1.2. All faculty who qualify in 1.1 are eligible for a FEC position after 1-year of employment at DU.
2.1.3. President, Vice President for Research/Scholarship, Vice President for Teaching/Mentoring, Vice President for Service, Vice President for Inclusive Excellence, and Vice President for Communications are expected to serve for a two-year term.
   2.1.3.1. The President, VP for Communications, and VP for Inclusive Excellence shall be elected in even years.
   2.1.3.2. The VPs for Research/Scholarship, Teaching/Mentoring, and Service shall be elected in odd years.
   2.1.3.3. FEC members may not serve more than two consecutive terms, and not more than 4 terms within any 20-year period.
   2.1.3.4. Vacant positions should be filled as soon as possible for the duration of the term.
   2.1.3.5. Terms for all officers will start on Sept 1st.

3. Election of Officers.
3.1. The FGB eligible in 1.1 shall nominate and elect President, Vice President for Research/Scholarship, Vice President for Teaching/Mentoring, Vice President for Service, Vice President for Inclusive Excellence, and Vice President for Communications.
3.2. Nominations shall be submitted by March 1st.
3.3. The VP for Communications will coordinate the election process.
3.4. Voting for FEC officers will occur via anonymous ballots. There must be quorum of 60% or more of voting FGB members (see 1.1) for official vote to be recorded.
3.5. Elections shall occur by April 1st.

4. Roles and Responsibilities the Executive Officers.
4.1. Duties
   4.1.1. The President is a non-voting FEC Officer who performs all duties consistent with the responsibility of the office, including:
      4.1.1.1. Presiding at all MCE FGB meetings.
4.1.1.2. Voting on MCE Faculty Governance matters in the case of a tie.
4.1.1.3. Assisting the VP for Communications for agenda items.
4.1.1.4. Mentoring the other VP’s for their roles.
4.1.1.5. Writing official opinions of the FGB for dissemination to the MCE Faculty and Dean’s office.
4.1.1.6. Communicating with the MCE Dean and the Deans’ office on issues of faculty interest.
4.1.1.7. Representing the faculty at official functions of the college.
4.1.1.8. Coordinate with Faculty Senate.

4.1.2. VP for Research/Scholarship is a voting officer who is responsible to be liaison with the Dean’s Office, MCE Grants team, Office of Research and Sponsored Programs, Human Subjects Research (IRB), Appointment & Promotion / Appointment, Promotion, & Tenure (AP/APT) Committees, and the Office of Diversity & Inclusion on issues related to research, scholarship, and grant activity.

4.1.2.1. VP for Research/Scholarship will assist faculty in navigating policies for research/scholarship/grants and assisting with staff at the university responsible for grant/scholarship efforts.

4.1.3. VP for Teaching/Mentoring is a voting member who is responsible to be a liaison with the Dean’s Office, OTL, AP/APT, and ODI to inform on issues related to teaching and mentoring.

4.1.4. VP for Service is a voting member who is responsible to be a liaison with the Dean’s Office, AP/APT, ODI, and OTL on issues related to service expectations and committee responsibilities.

4.1.5. VP for Inclusive Excellence is a voting member and this person is responsible to be a liaison with the ODI, OTL, Inclusive Excellence Committee, and Dean’s Office related to issues of diversity, inclusiveness, equity, and social justice.

4.1.5.1. This person will work with the IE committee for programing and social justice advocacy.

4.1.6. VP for Communications is a voting member who is responsible to be a liaison with the MCE Marketing and Communications Office and for organizing, recording, and facilitating communications among the faculty.

4.1.6.1. This person will keep notes of the FGB/FEC meetings.
4.1.6.2. This person oversees the voting process.
4.1.6.3. This person will record motions and outcome of the votes.
4.1.6.4. This person will determine if quorum is achieved.
4.1.6.5. Recording the minutes of all FGB/FEC meetings including a synopsis of each topic discussed and major points in support and dissent, including Faculty Resolutions, Motions, Bylaw Changes, and Policies.
4.1.6.6. Dissemination of MCE FGB/FEC meeting agendas at least 48 hours prior to each meeting.
4.1.6.7. Dissemination of MCE FGB/FEC meeting minutes within 5 business days after each meeting.

4.2. Removal of MCE Faculty Senate Executive Officers.

4.2.1. The President and Vice Presidents serve at the discretion of the MCE FGB and may be removed from office by a two-thirds vote of the MCE FGB in which quorum is established.
4.2.1.1. This vote is initiated by a submitted motion, following the process outlined in Section 5.

5. **FEC/FGB Process**

5.1. Meetings shall be governed by Keesey’s Rules of Order.

5.1.1. Motions: A motion is a form of expression, usually beginning with the words “I move that…” Used to present ideas to a group for consideration. The term precedence refers to the rank of a motion in an established, or agreed upon order for motions.

5.1.1.1. The Precedence of Ordinary Motions:

5.1.1.1.1. To Adjourn (The motion to Adjourn has the highest rank or precedence; this means that To Adjourn is in order even though other motions are pending).

5.1.1.1.2. To Recess

5.1.1.1.3. To Close Debate

5.1.1.1.4. To Limit (Extend the Limits of) Debate

5.1.1.1.5. To Postpone (to a different meeting)

5.1.1.1.6. To Refer (to a committee)

5.1.1.1.7. To Amend

5.1.1.2. Special Motions:

5.1.1.2.1. Point of Order

5.1.1.2.2. To Appeal

5.1.1.2.3. To Withdraw

5.1.1.2.4. To Suspend the Rules

5.1.1.2.5. To Reconsider

5.1.1.2.6. To Rescind

5.1.1.3. Motions, Resolutions, and Policies can be submitted verbally during FGB meetings or in writing to FEC in accordance with stated policy.

5.1.1.3.1. It is encouraged that resolutions and policies are submitted in writing prior to the meeting at least seven business days ahead of time.

5.1.1.4. Special meetings of the MCE FGB may be called by the President of the FEC.

5.1.1.5. Regular Meetings will occur at least 3 times a year.

5.2. Attendance

5.2.1. Attendance is expected by FGB members. Alternative attendance may be considered by the FEC on a case-by-case basis.

5.2.2. Faculty on sabbatical or personal leave may attend at their discretion, but are not expected to attend.

5.3. Quorum

5.3.1. 60% of the FGB Faculty members (see 1.1) constitute a quorum, excluding those on sabbatical or leave.

5.3.2. Faculty on sabbatical or personal leave are eligible to vote.

5.3.3. When a quorum exists, a vote of the majority of FGB Faculty members is considered sufficient for any motion, resolution, or commensurate action, with the exceptions unless superseded by a different bylaw.
Each FGB Faculty member has one vote or ballot.

### 5.4. Operation of FGB

#### 5.4.1. FGB Faculty member recommendations are formalized through draft resolutions or position statements, require a simple majority vote, and are communicated by the MCE FEC President to the appropriate college or university personnel.

#### 5.4.2. Any member of the University community may attend any MCE governance meeting upon approval by the consensus of the FEC President and Vice Presidents.

#### 5.4.3. Any individual’s (e.g., Faculty; Staff; Provost; Chancellor; Deans; Chairs; Directors) request to appear on the agenda must be submitted 30 days prior to the associated meeting date.

#### 5.4.4. The FGB may invite, by a majority vote, any person to appear on the agenda of the next meeting on any matter.

### 5.5. Committees and Task Forces

#### 5.5.1. The FGB will establish ad hoc task forces and standing committees.

#### 5.5.2. Committee and task force members may be removed by a majority vote of the FGB Faculty.

#### 5.5.3. Any member of the FGB Faculty may request to establish standing committees and ad hoc task forces.

#### 5.5.4. Committees and task forces must report their activities to the FGB Faculty and ask for feedback on a regular basis. They should submit all comments and recommendations to the MCE Faculty for action.

### 5.6. Amending the By-laws

#### 5.6.1. The By-laws of the FGB Faculty may be amended only by a two-thirds vote of entire FGB Faculty (see 1.1).

#### 5.6.2. Anyone impacted by amendments to the By-laws of the FGB Faculty shall be allowed comment.

### 5.7. Approval of Academic Deans and Faculty Department Chairs

#### 5.7.1. The FGB will vote on the job approval of the Academic Dean, Associate Dean(s), Assistant Dean(s), and the Department Chairs.

#### 5.7.2. The vote will be anonymous and will occur annually.

##### 5.7.2.1. The Vote will reflect:

- 5.7.2.1.1. Exceeds Expectations
- 5.7.2.1.2. Meets Expectations
- 5.7.2.1.3. Does Not Meet Expectations
- 5.7.2.1.4. No Ability to Judge

#### 5.7.3. The votes for Department Chairs will be determined by faculty only in their home department.

#### 5.7.4. Evaluation Criteria

##### 5.7.4.1. Administrators shall be evaluated by their ability to

- 5.7.4.1.1. Effectively communicate with faculty
- 5.7.4.1.2. Effectively support faculty’s research
- 5.7.4.1.3. Effectively support faculty’s teaching/mentoring
- 5.7.4.1.4. Effectively support faculty’s service efforts
- 5.7.4.1.5. Effectively promote inclusive excellence
- 5.7.4.1.6. Effectively support the mission of the college
5.7.4.1.7. Effectively support faculty governance
5.7.4.2. The FEC will make the decision about dissemination of the vote after consulting the FGB.