

# **Welcome to MSU Denver Faculty Senate**

## **Expectations and Responsibilities for**

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## **Shared Governance Statement**

Within the University’s statutory role and mission and the Board of Trustees’ operational mission, all constituencies have a role and a responsibility in assisting the University to achieve excellence in all areas of University activity. In pursuing excellence, the Board of Trustees welcomes and expects the participation of faculty, students, staff, and other University constituencies in the decision-making process.

The Board of Trustees encourages a broad exchange of information and ideas. To facilitate the exchange of information and ideas, the Board of Trustees looks to the President of the University as its primary liaison with the University constituencies. To be effective in this role, the President must establish avenues for consultation and recommendation by faculty, students, and staff regarding policy matters by the Board of Trustees.

The Board of Trustees delegates to the President, as chief executive officer of the University, full authority and responsibility for administering the University within the policies and procedures established by the Board of Trustees. Within this delegation, it is the expectation that the President will elicit the participation and facilitate the fulfillment of the roles and responsibilities of the University’s campus constituencies in the University’s internal decision-making processes. It is through the initiative, participation, and effort of all the University’s constituencies that excellence is achieved.

## **Expectations and Responsibilities for Cat I, Cat II, Deans, and Department Chairs serving as Senators**

### **Definition**

The Faculty Senate is the defined interface between the administration and the faculty at MSU Denver. We are the voice of the faculty and the information conduit between faculty and administration. As a Faculty Senator, you are the voice of the faculty, first for your Department and then for your College or School.

### **Focus of service**

Much of the work Senators do ensures that faculty will be able to continue providing high quality education to students. For example, the Faculty Senate works on improving instructional resources and academic policies. The Faculty Senate also advocates for faculty with respect to quality of life and work, which involves issues such as salary, benefits, and retirement.

As a Senator from your Department (and College or School), you will have the opportunity to represent the best interests of your Department. To be able to accomplish that valuable representation there are expectations for each Senator that are outlined below.

### **Attendance**

Senators are elected by their departments to serve a two-year term. The term of office begins with the last regularly scheduled meeting in the Spring semester. Senators are expected to attend bi-weekly meetings throughout the term. If you are absent for three consecutive meetings, the Senate President shall notify the Senator's Department and the Senator may then be replaced by another faculty member within the department.

A Department may also recall a Senator if they perceive the Senator is not representing the Department's interests. In the event of a recall, the Department Chair shall notify the President of the Senate of the recall, who shall cause the roster to be amended accordingly.

### **Committee Work**

The Faculty Senate accomplishes their work through committees. Besides committee work, Faculty Senate has no other way to fulfill its duties. Therefore, it is important for each member of the Faculty Senate, when possible, to participate on one or more committees. These committees are:

- Academic Policies
- Budget
- Curriculum
- Diversity
- Elections
- Faculty Diversity
- Faculty Welfare
- General Studies
- Instructional Resources
- Ethnic Studies and Social Justice
- Professional Leave

- Reappointment, Tenure and Promotion (RTP)
- Rules
- Student Affairs

More detailed information on each committee's duties can be found on the [Faculty Senate - MSU Denver](#). As a Faculty Senator, you are free to volunteer for any committee where there is a vacancy. Strategies in joining a committee may be the best interests of your Department, personal interest, personal expertise, etc.

The Faculty Senate also appoints representatives to numerous university wide committees, including the Alumni Board, Athletic Board, Handbook Committee, Center for Faculty Development Advisory Committee, Strategic Planning Committee, Masters Programs Task Force, Structural Review Committee, Strategic Technology Advisory Committee, First Year Program, HSI, Exigency Committee, Equity Committee, Emergency Preparedness, Space Planning, Allocation and Resource Committee, College Academic Policies and General Studies Committees and others as needed.

### **Other Expectations**

As a Faculty Senator, one of your roles is to serve as a liaison between your Department (College or School) and the Faculty Senate. Thus, you should communicate with your Department Chair and faculty members in your Department on what is happening in the Faculty Senate. You should also be willing to bring your Department's concerns before the Faculty Senate as a whole.

## **Expectations and Responsibilities for Affiliate Senators**

### **Definition**

The Faculty Senate is the defined interface between the administration and the faculty at MSU Denver. We are the voice of the faculty and the information conduit between faculty and administration. As an Affiliate Faculty Senator, you are the voice of **all** affiliate faculty members at MSU Denver.

### **Focus of service**

Much of the work Senators do ensures that faculty will be able to continue providing high-quality education to students. For example, the Faculty Senate works on improving instructional resources and academic policies. The Faculty Senate also advocates for faculty with respect to quality of life and work, which involves issues such as salary, benefits, and retirement.

As an Affiliate Faculty Senator, you will have the opportunity to represent the best interests of all affiliates. To be able to accomplish that valuable representation there are expectations for each Senator that are outlined below.

### **Attendance**

Senators are elected by all affiliate faculty employed at MSU Denver to serve a one-year term. The term of office begins with the first regularly scheduled meeting in the Fall semester.

**Senators are expected to attend bi-weekly meetings throughout the term.** If you are absent for three consecutive meetings, the Senate President shall notify the affiliate faculty member and the Senator may then be replaced by another affiliate faculty member employed at MSU Denver.

### **Committee Work**

The Faculty Senate accomplishes its work through committees. Besides committee work, Faculty Senate has no other way to fulfill its duties. Therefore, it is important for each member of the Faculty Senate, when possible, to participate on one or more committees. More detailed information on each committee's duties can be found on the MSU Denver Faculty Senate

[Committee-Descriptions](#)

Affiliate Faculty Senate members are required to serve on the Welfare Committee during their term. They are expected to maintain the same level of participation as other members of the committee.

The Faculty Senate also appoints representatives to numerous university wide committees, including the Alumni Board, Athletic Board, Handbook Committee, Center for Faculty Development Advisory Committee, Strategic Planning Committee, Masters Programs Task Force, Structural Review Committee, Strategic Technology Advisory Committee, First Year Program, HSI, Exigency Committee, Equity Committee, Emergency Preparedness, Space Planning, Allocation and Resource Committee, College Academic Policies and General Studies Committees and others as needed.

### **Other Expectations**

As an Affiliate Faculty Senator, one of your roles is to serve as a liaison between all employed affiliate faculty at MSU Denver and the Faculty Senate. Thus, you should communicate with all affiliate faculty on what is happening in the Faculty Senate (an email distribution list can be accessed through the Asst. to the Faculty Senate). You should also be willing to bring affiliate faculty concerns before the Faculty Senate as a whole.

### **General Faculty Senate Contact**

[fsc@msudenver.edu](mailto:fsc@msudenver.edu)

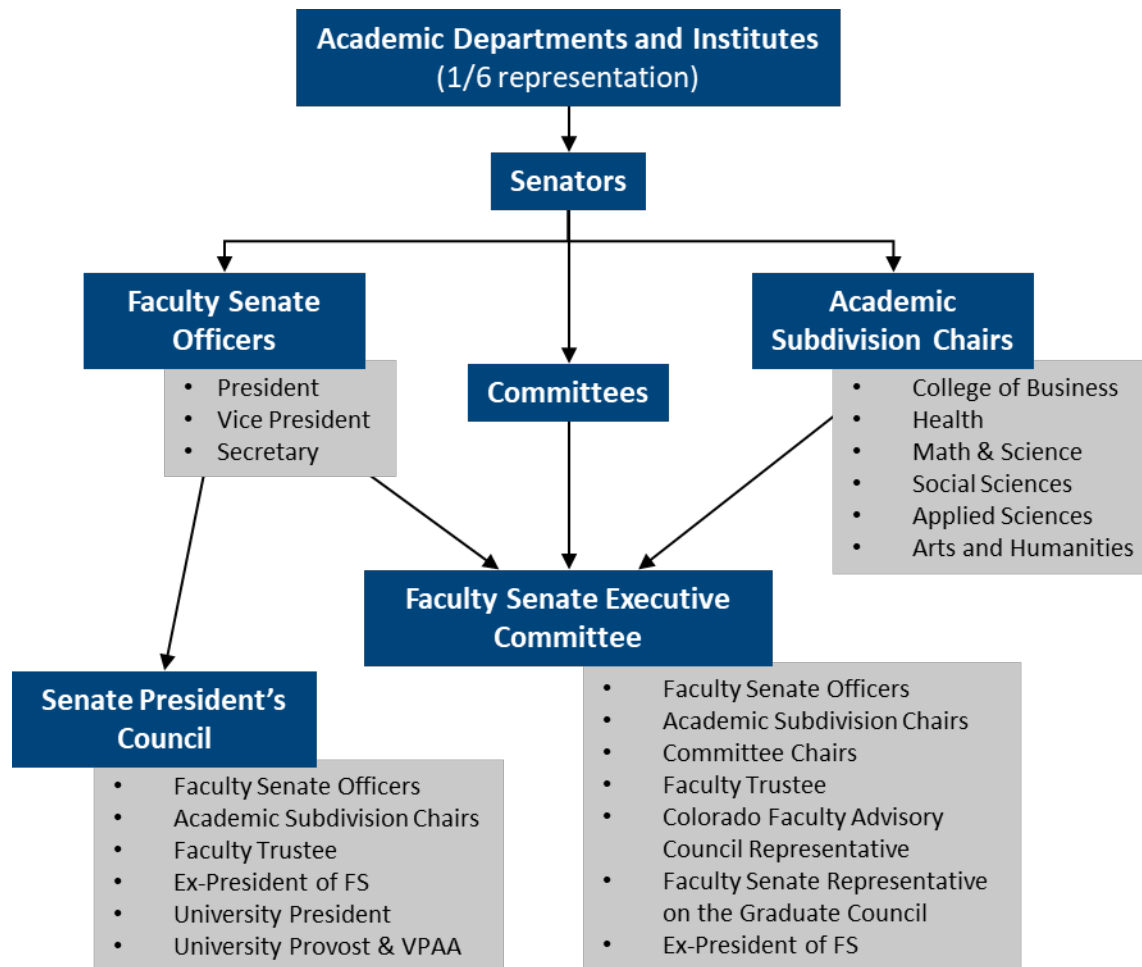
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### **Assistant to the Faculty Senate**

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## Structure of Faculty Senate



**Faculty Senate Executive Committee:** <https://www.msudenver.edu/faculty-senate/executive-committee/>

**Faculty Senate Roster:** <https://www.msudenver.edu/faculty-senate/faculty-senate-roster/>

**Faculty Senate Committee Rosters:** <https://www.msudenver.edu/faculty-senate/committee-roster/>

