Preamble

The Interinstitutional Faculty Senate provides the means for faculty to participate in collegial shared governance and shall be concerned with academic matters and matters pertaining to the intellectual life of the member schools of the Oregon University System.

I. Roles and Responsibilities

The Interinstitutional Faculty Senate shall:

1. Gather on a regular basis and facilitate the exchange of information on behalf of the faculties of the constituent institutions of the Oregon University System.
2. Provide advice to the Higher Education Coordinating Committee, the Oregon Education Investment Board, the Oregon State Legislature, and other governmental agencies and officers on matters of university-wide importance.
3. Advise and communicate on a regular basis with the Chancellor of the Oregon University System with regard to the interests of the faculties and other matters of university-wide importance.

II. Process and Procedure

1. Meetings of the Interinstitutional Faculty Senate shall be run in accordance with Roberts Rules of Order.
2. Standing rules and regulations covering all other matters pertaining to the conduct of the business of the Senate may be passed or amended with a majority vote of those present at the meeting.
3. These By-Laws may be amended after presentation of the text of the proposed amendment at one meeting and approved by an affirmative vote of a two-thirds majority of those present and voting at the next regularly called meeting.

III. Officers, Duties and Responsibilities

1. The Executive Committee of the Senate shall consist of the President, President-Elect and Secretary, immediate Past President and one member elected at-large from members of the Senate. The President shall serve as the Chair of the Executive Committee. The Executive Committee will (a) assist the President with the preparation of the agenda for meetings; (b) perform such task during the interim between meetings as may be needed for the effective and efficient operation of the Senate. During the summer period the Executive Committee shall have authority to act on behalf of the Senate in matters of urgent necessity as determined by the Executive Committee; (c) convene special meetings of the Senate; and (d) assist the President with long range planning efforts.
2. The President shall (a) preside at meetings of the Senate and the Executive Committee; (b) be responsible to the Senate for the supervision and execution of its business; (c) represent the Senate in discussions with the Chancellor, the Higher Education Coordinating Commission, the State Legislature, the mass media, and other stakeholder groups; (d) request expenditures of State funds in connection with the Senate activities; and (e) perform other duties and responsibilities and requested by the Senate.
3. The President-elect shall (a) assume the duties of the President, when the President is unable to serve; (b) serve on the Senate Executive Committee; (c) be responsible for carrying out other
necessary duties as may be delegated by the Senate, the Executive Committee, or the President, (d) become as familiar as possible with all aspects and workings of Oregon University System, the Higher Education Coordinating Committee, the Chancellor’s office and other stakeholders that may affect the best interests of the Senate.

4. The Secretary shall (a) keep the minutes and records of the Senate; (b) serve on the Senate Executive Committee; and (c) perform other duties as requested by the Senate, the Executive Committee, or the President.

5. The Provost Council Representative shall (a) represent the best interests of the Senate and OUS faculty during meetings of the Provost Council; (b) regularly report to the Senate on the business conducted and issues discussed at Provost Council meetings; (c) inform the President if they are unable to attend a meeting of the Provost Council. After consultation with the Provost Council Representative, the President will appoint a member of the Senate to attend the meeting.

IV. Elections

1. At its last meeting of the calendar year, the Senate shall elect a president-elect, a secretary and a Provost Council representative. The term of these officers shall be two calendar years and commence on January 1.

2. Elections will be conducted by secret ballot of those present. A majority of those present is required for election to office.

3. Elections will be held in the following order; (1) President-Elect; (2) Secretary; (3) Provost Council Representative; (4) At-large Executive Committee member.

4. If the institutional term of an IFS senator expires while the senator is serving a term as an officer or member of the executive committee, the senator will continue to serve until the Interinstitutional Faculty Senate term expires. Member institutions will be limited to the normal number of votes (three votes for Oregon State University, University of Oregon, Portland State University, and Oregon Health Sciences University; two votes for Eastern Oregon University, Southern Oregon University, Western Oregon University and Oregon Institute of Technology) to be decided by the institution’s senators.

5. If the institutional term of the Provost Council Representative expires while the senator is serving as Provost Council Representative, the Senate shall elect a replacement at the last meeting which occurs during that senator’s active term.

V. Attendance

1. Regular, informed participation by all members is essential to the success of the Senate.

2. In order to facilitate timely and regular participation in Senate meetings, appropriate technology (Skype, Google Hangouts, etc.) will be leveraged in extraordinary circumstances. However, electronic participation on a regular basis should not be substituted for in-person participation.

3. While absences from meetings may be unavoidable, it is the responsibility of any Senator who anticipates being absent from a Senate meeting to inform the President, and arrange for their institution’s alternate to attend the meeting.

4. Senators who regularly are absent from Senate meetings are not serving the best interests of their institutions or the Senate. Senators who miss more than one regularly scheduled meeting during an academic year will consult with the Executive Committee on an appropriate course of action.