

To: School Council Leadership
Re: Constitution/Bylaws Revisions/Updating
From: Rachel Applegate, IFC president (and others)

Date: March 30, 2018

I hope that all of your schools are doing well with whatever constitutional revisions you have planned. We would be happy to consult on a one to one basis:

- Rachel Applegate rapplega@iupui.edu
- Eric Saak the IFC parliamentarian esaak@iupui.edu
- Joyce Mac Kinnon past parliamentarian jmackinn@iu.edu and
- Phil Goff, Executive Committee member and constitutional guru pgoff@iupui.edu

Attached is the model constitution (previously distributed).

There are a few points to leave you with:

- NTT voting power. Almost half of IUPUI schools now have non tenure track faculty (clinical or lecturer) as 40% or more of the total. ACA-18 requires that voting be structured so that tenure track faculty make up **at least** 60% of the total.
 - “The role of clinical faculty in governance within the unit shall be determined by vote of the tenured and tenure-probationary faculty of the unit, provided that where non-tenure track appointees have voting privileges, their voting participation must be structured in a way that reserves at least 60% of voting weight to tenure track faculty. The academic integrity of the school and its programs ultimately is the responsibility of tenured and tenure-probationary faculty.” [ACA-18](#)
 - There are two ways to do this: a limited # of NTT voting positions at the school council, or seats/votes for all NTT but the NTT votes to be mathematically adjusted. A formula is provided below.
 - In the constitution you can say, “Voting power of NTT will be restricted to 40% of the total by a process overseen by the Steering Committee.” [or whatever]
- Division of powers. The strongest faculty-led governance has faculty as leads for almost all roles. Thus, check to see that you have a faculty governance president who is elected, an executive or steering committee that is elected, and as many of the other committee memberships and leaderships as possible, elected. If you have a grievance procedure (one that involves grievances against administration), ensure elected faculty leadership lead that process.
 - In this light, determine who is considered ‘faculty’ and who as ‘administration.’ Generally, the IFC uses ‘associate / assistant dean’ as the dividing line: those ABOVE that level (executive associate deans, deans) are ‘administration’ and those at AT or BELOW that level (including chairs) as ‘faculty.’
- For the school’s representation at the IFC, either TT or NTT can be elected. You will be informed as to how many your school will elect (it will be the same as now for almost all

schools). *For any particular IFC meeting, the elected representative can designate an alternate. That alternate can be TT or NTT.*

Formula for

Maximum voting power for NTT:

Determine the total # of tenure track track faculty in your School.

Multiply this number by .60 to determine the maximum NTT voting power = NVP. *You can have a lesser # of NTT votes. You cannot have a lesser # of TT votes.*

Either: have this many voting seats at your school council, elected at large or by department,

Or: have all NTT vote at the school council, but multiply their votes by this: NVP divided by total NTT.

Example: School A has 40 TT and 45 NTT.

.60 times 40 = 24

24 is the NVP, the maximum non-tenure-track voting power. (total votes: 64, of which at least 40 are TT, maximum 24 are NTT)

Have 24 seats for NTT at the council,

OR,

Multiply the NTT votes by .53. (.53 is 24 divided by 45).

Example: School B has 70 TT and 52 NTT.

.60 times 70 = 42

42 is the NVP, the non-tenure-track voting power. (total votes: 112, of which at least 70 are TT, maximum of 42 NTT.)

Have 42 seats for the NTT at the council,

OR,

Multiply the NTT votes by .81 (.81 is 42 divided by 52).

Example: School C has 30 TT and 30 NTT.

.60 times 30 = 18

18 is the NVP, the non-tenure track voting power. (total votes: 48, of which at least 30 are TT, maximum of 18 NTT).

Have 18 seats for NTT at the council,

OR,

Multiply the NTT votes by .6 (.60 is 18 divided by 30)