

## MEMO

To: Provost Graeme Baxter, Ph.D.  
President Allen Sessoms, Ph.D.  
The UDC Board of Trustees

From: The UDC Academic Senate

Re: The UDC Interim Academic Senate Charter

Date: April 14, 2010

In the fall of 2009, the Interim Academic Senate (IAS) charged the Charter and Bylaws Committee with the task of writing a permanent Academic Senate Charter. Using the IAS Charter as a template, and following consultation with members of the faculty, student body, the administration, and several outside entities with specialization in academic governance, the Committee created the attached Charter.

The attached Charter is different from the IAS Charter in the following ways:

- The attached Charter contains a preamble that stresses the cooperative relationship between all University stakeholders in the academic decision-making process, and reaffirms the advisory role of the AS.
- The attached Charter provides for UDC Law School representation in the AS.
- The attached Charter does not include any appointed student representatives. All student representatives are elected.
- The attached Charter requires that the Counsel of Deans recommend adjuncts for appointment to the AS and that adjunct representatives be from different colleges.
- The attached Charter contains a provision whereby Officers may be impeached by a 2/3 vote of the membership.
- Administrative issues like timing of elections, duties of officers, and committee structure have been moved to the Bylaws.

The proposed Charter was approved by the Interim Academic Senate by a unanimous vote on January 12, 2010. Following further consultation with the Provost concerning the Academic Senate's relationship to the CCDC, the Interim Academic Senate amended the Charter by removing the provision for CCDC representation on April 13, 2010. We submit it to you anxious to gain Board approval and establish a permanent Academic Senate that will serve as a critical partner in the building of the UDC System.

We view this Charter as a living document. In the coming year, we will explore the following issues with an eye toward improving the functioning of the shared governance system:

- Exploring ways of establishing lines of communication between the CCDC and UDC Academic Senates
- Increasing student participation in the Academic Senate
- Increasing communication between the Academic Senate and the Board of Trustees

We look forward to working with the Administration and the Board on these important initiatives in the 2010-11 academic year.

Sincerely,

Shelley Broderick, JD  
President, The UDC Academic Senate

## UDC ACADEMIC SENATE CHARTER

### Preamble:

The Academic Senate of the University of the District of Columbia is part of the shared governance structure which is an essential right and responsibility of a scholarly community. It is a governing body with sufficient autonomy to assure academic integrity and to fulfill its responsibilities of policy and resource development consistent with the mission of the institution. Through duly constituted legislative processes, it provides for the exercise of the faculty's fundamental role in academic decisions, the implementation and preservation of academic standards, and promotion of the welfare of students. The interdependence and cooperation of administration, faculty and governing board are essential to legitimate and effective governance.

### Name:

The Academic Senate ("AS")

### Purpose and Responsibilities:

The Academic Senate shall be responsible for considering and deliberating about university standards, policies and programs and for making recommendations to the Provost and the President on matters including:

- Admission and retention of students;
- Award of degrees and certificates;
- Curricula, scholastic requirements, and academic programs; and
- Safeguarding of academic freedom.

### Membership:

Voting membership shall be the following:

- One full-time faculty representative from each academic department or division, one faculty representative from the David A. Clarke School of Law, and one faculty representative from the Learning Resources Division.
- One faculty representative appointed by the President.
- One administrator appointed by the President.

- Three adjunct faculty recommended by the Council of Deans and appointed by the President, where no two appointees represent the same college or school.
- The President of the Undergraduate Student Government Association.
- The President of the Graduate Student Government Association.

Non-voting membership shall be the following, serving as *ex officio*:

- The Provost and Vice President for Academic Affairs.

Officers:

- The Chair shall be elected from the full-time faculty representatives by majority vote of those present and eligible to vote, excluding abstentions, at the first fall semester meeting of the AS held for the election of officers, a quorum being present.
- The Vice-Chair shall be elected from the full-time faculty representatives by majority vote of those present and eligible to vote, excluding abstentions, at the first fall semester meeting of the AS held for the election of officers, a quorum being present.
- The Secretary shall be elected from the members of the AS by majority vote of those present and eligible to vote, excluding abstentions, at the first fall semester meeting of the AS held for the election of officers, a quorum being present.
- No member of the AS shall hold more than one office concurrently.
- The term of office shall be one year and vacancies shall be filled by special election and not exceed the term of the officer being replaced.
- An officer of the AS may be impeached by a vote of two-thirds (2/3) of the full voting membership.

Disposition of Academic Senate Actions:

All actions of the AS shall be approved by majority vote, a quorum being present, of a duly called and noticed meeting of the AS. Those actions shall be formally transmitted to the Provost and Vice President for Academic Affairs in the form of recommendations for review and disposition.

The Provost shall forward relevant recommendations of the AS, along with comments deemed appropriate, to the President for review and disposition and shall report to the AS on the status and disposition of all recommendations.

Amendment Process:

Amendments to this Charter which are approved by the AS shall be presented to the Board of Trustees, through the Provost and President, for consideration and action.