of the petition. The business of the special meeting shall be restricted to that specified in the petition or by the president.

(e) Except as otherwise provided by these by-laws, faculty meetings shall deal first with the agenda scheduled by the chair, and no other business shall be conducted until the business scheduled by the chair has been completed. At that time, discussion of other issues may be initiated by a member of the faculty but may not be brought to a vote until a subsequent meeting except by unanimous consent of the faculty present.

Sec. 402. Attendance and Voting. Visiting faculty and faculty less than half-time in the employ of Wesleyan University may attend faculty meetings, without vote. All other members of the faculty may vote. The dean of admission and financial aid, vice president for student affairs, vice president for finance and administration, and vice president for university relations may attend meetings with voice, but without vote, ex officio. Other nonmembers of the faculty may attend meetings, without vote, by temporary invitation of the faculty, by formal vote, upon the recommendation of any member of the faculty. The faculty may, from time to time, choose to meet in executive session. Only voting members of the faculty may attend executive sessions.

Sec. 403. Quorum. A quorum shall be attained when the number of faculty members present is equal to 25 percent of the total number of faculty on active duty.

Sec. 404. Rules. The rules of parliamentary procedure, as stated in the most recent edition of Robert’s Rules of Order, shall govern the faculty in all cases to which they are applicable.

Part V. Committees

Sec. 501. Standing Committees of the Faculty. The following committees shall be standing committees of the faculty: The Educational Policy Committee; the Committee on Rights and Responsibilities; the Committee on Honors; and the Compensation and Benefits Committee.

Sec. 502. Membership of Committees. The president and vice president for academic affairs or their respective delegates shall be ex officio members of all committees, except the Faculty Committee on Rights and Responsibilities. Ex officio members shall have no vote in committee deliberations. The committees shall consist of the following members:

(a) The Educational Policy Committee shall consist of six members of the faculty, two from each division; two undergraduate students; and one graduate student.

(b) The Committee on Honors shall consist of nine faculty members, three from each Division.
(c) The Committee on Rights and Responsibilities shall consist of six members, at least one of whom shall be tenured, at least one of whom shall be untenured, with two members from each division.

(d) The Compensation and Benefits Committee shall consist of three tenured faculty members, one from each division, two untenured faculty members not both from the same division, one member of the adjunct faculty and one professional librarian. The vice president for academic affairs and the treasurer will be ex officio members.

Sec. 503. Election of Committee Members and Length of Term

(a) Elections for the vice-chair of the faculty and for faculty members of committees established by faculty by-laws and legislation shall be conducted by the Office of Academic Affairs following a set of procedures providing for approval voting. The details of the procedures were approved by the faculty on May 3, 1995, and are spelled out in 4.2, The Standing Rules of the Faculty, Part II, Section 202(b).

(b) Faculty members on the Educational Policy Committee, the Committee on Rights and Responsibilities, the Committee on Honors and the Compensation and Benefits Committee shall serve for terms of two years. The professional librarian member of the Compensation and Benefits Committee shall be elected by and from among the eligible professional librarians.

(c) Faculty members who have served for two consecutive years on standing committees, the Advisory Committee, or as vice-chair/chair of the faculty, may be excused from nomination to these committees, and the offices of vice-chair and chair of the faculty for a period of three years after said service. This “immunity” period is intended to be in addition to (not concurrent with) the immunity from committee service permitted to department chairs.

(d) All persons elected to a Standing Committee must, except in extraordinary circumstances, serve for at least one full year. If he/she cannot serve for a full second year, a vacancy shall be declared and the elected replacement member will serve for a full two-year term on the Standing Committee.

Should a member-elect of a committee determine that he/she cannot begin service as scheduled, a second election will be conducted as soon as possible in the manner prescribed above.

(e) Undergraduate students shall be nominated and elected to the standing committees of the faculty when appropriate according to procedures established by the student government and approved by the faculty.

(f) Graduate students shall be nominated and elected to the standing committees of the faculty according to procedures established by the Graduate
Sec. 504. Powers and Responsibilities of Committees. The committees shall have the following general powers and responsibilities, which may, from time to time, be interpreted or specified by the faculty, voting by simple majority, at a faculty meeting:

(a) The Educational Policy Committee shall be responsible for conducting investigations of and making recommendations about all matters of graduate and undergraduate educational policy within the University. It shall regularly review the curriculum and course offerings; consider and recommend major changes in the calendar and curriculum and in the requirements for graduation; and coordinate its work with other committees. In addition, it shall consult with and advise the president on the establishment of the University budget as it relates to educational policy and shall advise the dean of admission in the making of admissions policy and the operations of the Office of Admission. It shall be responsible for academic review, implementing academic regulations, and recommending to the faculty degree candidates for the B.A., MALS, and MPHIL degrees. Further, by delegation from the faculty, the Educational Policy Committee will act on behalf of the faculty in consulting with the president on the establishment and implementation of policy with regard to nonacademic discipline, financial aid, and other matters affecting campus and community life. In carrying out these and other responsibilities, the Educational Policy Committee shall be empowered to appoint, at its discretion, subcommittees, task forces, or consultants from its own membership, or from the community, and may delegate this appointing power to others. It shall designate a member to serve as a liaison with the University librarian. The Educational Policy Committee shall report directly to the faculty.

(b) The Committee on Honors shall be responsible for (1) examining candidates for honors in general scholarship and University honors and submitting recommendations to the faculty on the award of honors in general scholarship and University honors; (2) establishing guidelines and approving procedures for departmental honors.

(c) The Committee on Rights and Responsibilities shall advise the president of the University in matters involving complaints by undergraduate and graduate students against a member of the faculty; or with respect to disputes between members of the faculty and members of the administration, their departments or other members of the faculty. The committee shall be guided in its deliberations by the principles of academic freedom and shall file written reports to the president who, as specified in these by-laws, acts as final arbiter. The committee shall serve as the “Hearing Committee” recommended by the American Association of University Professors in dismissal proceedings. In a dismissal hearing, any member of the faculty charged before the committee shall have the right to confront accusers and witnesses, to be advised by legal counsel, and to have access to the proceedings and reports related to his or her own case. The committee shall be responsible for adopting and promulgating a
set of procedures governing the conduct of its work. (See “Faculty Committee on Rights and Responsibilities.”)

(d) The Compensation and Benefits Committee shall be the delegates of the faculty and professional librarians. They shall share with the University administration the responsibility for arranging to meet in a timely fashion during the development of the budget with the vice president for academic affairs and the treasurer. The committee shall consult regularly with the faculty representatives to the Finance Committee of the Board of Trustees. The Compensation and Benefits Committee shall consult on their deliberations with the chair of the faculty, the faculty, and professional librarians and report directly to the faculty and professional librarians.

Part VI. Amendments and Effective Date

Sec. 601. These by-laws may be amended at any meeting of the faculty by a vote of two-thirds of those present provided that at least 40 percent of the faculty on active service vote, and that a copy of the proposed amendment be distributed to the faculty at least five days in advance of the meeting.

Sec. 602. These by-laws shall be effective no later than July 1, 2001.