Faculty Handbook

Last Rec'd Rev: January 2025

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Preface

A. History of the University

The University of St. Thomas was founded in 1885 by Archbishop John Ireland, less than a year after he was installed as St. Paul's third bishop. What began as the St. Thomas Aquinas Seminary – with 62 students and a faculty of five – has grown to be Minnesota's largest independent university with four campuses/and more than 11,000 students.

Built near a river blu on farmland that was still considered "far removed from town" in the late 1800s, the university's main campus is nestled today in a residential area midway between the downtowns of St. Paul and Minneapolis.

of

B.

Chapter 1
Faculty Organization Plan and the Role of Faculty in Shared Governance

I. The Concept of Shared Academic Governance

The notion of shared governance calls for a general commitment on the part of faculty, the governing board and its administrative agents to work together to strengthen and enhance the university. While universities define shared governance in a variety of ways, the central idea is that the faculty, administration and governing board work together to fulfill the mission of the university. Each of these three partners brings special areas of expertise and competence to the relationship, just as each has its own

learning and grading standards

4. research, including freedom of scholarly inquiry, standards for evaluation of faculty scholarship, and allocation of faculty research funds
5. faculty status, including faculty ethics, peer review in hiring and retention, andprocedures for redressing grievances
6. those aspects of student life that relate to the academic experience, including student academic ethics, and academic co-curricular policies
7. admissions to graduate programs and to undergraduate majors, with due attention to the economic constraints of enrollment goals

B. Areas Meriting Significant Faculty Consultation

Because all aspects of the university are interconnected, meaningful consultation with faculty is essential in areas that significantly affect the academic character and

modified by either of these bodies as authorized in these Bylaws.

III. The Faculty Senate and Officers of the Faculty

The Faculty Senate is an essential foundation for a meaningful faculty voice in shared governance.

The Faculty Senate is responsible for establishing university academic standards and policies in accordance with the university's mission, and with particular attention to the common good of the university. Faculty of individual schools and colleges exercise the autonomy appropriate to their expertise and to their particular understanding of the values and boundaries of their disciplines, as they contribute to the mission and the common good of the university. Schools and colleges thus have autonomy except in those areas expressly delegated to the Faculty Senate or to specific committees in this document.

The Faculty Senate is responsible for establishing policies that represent minimum standards of faculty rights and responsibilities. Faculty of individual schools and colleges may establish additional faculty rights and responsibilities provided that they are no less stringent than the university-wide standards, are not in violation of the Faculty Handbook, and do not abrogate faculty rights or university policies. The Faculty Affairs Committee, in collaboration with the executive vice president and provost, is responsible for ensuring that schools and colleges do not violate the minimum standards set by the Faculty Senate.

All actions of the Faculty Senate are subject to approval, veto, or return for reconsideration by the president of the university, as outlined in VII.A. below.

A. O

quorum, the action of the Faculty Senate shall stand. For purposes of this paragraph,

IV. Committees of the Faculty

A. General Principles and Operating Procedures

1. Executive Committee of the Faculty Senate
    a. Purpose:
        i. to assume primary responsibility for ensuring the faculty's participation in and responsibility for shared governance
        ii. to serve as a mechanism for the exchange of opinions and ideas between faculty and administration

ii.

CFNE has received only a single nomination for an open position at the close of the nomination period, the CFNE may appoint the nominee to that position without the need to conduct an election.

b) These elections will be completed early enough in the spring semester for the CFNE to be able to consider the results in developing a slate of candidates for Committees of the University.

ii. Elections for standing Committees of the University, and for secretary of the Faculty Senate and parliamentarian of the Faculty Senate

a) The CFNE will solicit from faculty and administrators nominations for faculty representatives to Committees of the University. It will also solicit from faculty nominations for secretary of the Faculty Senate and parliamentarian of the Faculty Senate. These nominations will include information regarding each nominee's prospective contributions to the committee or position. The CFNE will choose from among these nominations, and submit a slate of candidates to the Faculty Senate along with the information for the candidates chosen. The slate, along with an explanation of the balance of faculty representation on the slate, will be announced at the third to the last Faculty Senate meeting of the academic year. In developing the slate, the CFNE will seek broad representation of the faculty, while taking into consideration the particular needs of each committee. At the second to the last Faculty Senate meeting of the academic year, additional nominations can be taken from the floor, provided that they have been submitted to the Executive Committee at least one week prior to the meeting. These nominations must also include information about the prospective contributions of the nominee.

b) If no further nominations for any position have been received prior to the meeting, the slate is deemed endorsed by consent. If any nominations have been added to the slate, then the Faculty Senate will vote on each committee for which nominations have been submitted. All other committees will be endorsed by consent.

c) Self-nominations are accepted. Nominations by governance units, i.e., department, school or college, are also accepted but are not binding upon the CFNE or the Senate.

iii. Faculty representatives to ad hoc Committees of the University, task forces, and search committees, and substitutes and replacements for all committees

a) The CFNE will appoint faculty members for all non-standing Committees of the University, as identified in V.C, below, except for search committees for academic deans and vice presidents. For all such committees, the CFNE will inform the faculty at large of antions have be

participation on search committees for academic administrators (see 2.c. above)

ix. to receive nominations from the full-time faculty, prepare the ballot, and conduct balloting for the annual recognition of the "Professor of the Year"

x. to receive from faculty names of potential candidates for honorary degrees, and to refer such names to the president, who may submit them, in addition to those recommendations that are made to the president from other sources, to the Board of Trustees

b. Membership: as in IV.A.7. above, except that all members must be tenured faculty. In addition, the chair will serve on the Executive Committee of the Faculty Senate and, with the chair of the faculty, will participate in the AAAC and the Academic Affairs Committee of the Board of Trustees. The chair of the Faculty Affairs Committee may not simultaneously serve as a department chair or a member of the Faculty Senate.

4. Tenure and Promotion Committee

a. Purpose: to serve as an advisory board to the president on faculty rank and tenure.

b. Membership:

i. as in IV.A.7 above, except that all members must be tenured faculty.

ii. the president of the university and the executive vice president and provost will attend as non-voting members all meetings at which candidates for promotion and tenure are discussed and recommendations are decided

iii. department chairs and faculty with full-time administrative appointments are excluded from membership; faculty assuming such positions will be required to resign from the committee.

c. Procedures:

i. Appf as a department chair or