

MINUTES
CLEMSON UNIVERSITY
FACULTY SENATE MEETING
March 12, 2019

Free Speech: Presentation on Duke Substation by Brygg Ullmer, Professor, School of Computing; Mariah Magagnotti, Lecturer, General Engineering

- a. Brygg Ullmer and Mariah Magagnotti shared information about Duke Energy's upcoming construction of an electric substation on Clemson property. More information and their presentation materials are available in the appendix. Ullmer and Magagnotti are available to answer questions and provide any additional information. They can be reached at bullmer@clemson.edu and mariahm@clemson.edu.

1. Call to Order: The Faculty Senate Meeting was called to order at 2:31 p.m. by President Jan Holmevik. UPIC Intern, Frances Brown, introduced guests.

2. Special Order of the Day:

- a. Executive Vice President for Academic Affairs & Provost, Robert H. Jones
 - a. The provost was unable to attend the senate meeting and a special order was not provided from his office.
- b. A Presentation from the New Chief Financial Officer, Anthony E. Wagner, Executive Vice President for Finance and Operations
 - a. Anthony Wagner, executive vice president for finance and operations, spoke to the Faculty Senate about his observations as the chief executive officer and invited questions, comments, and advice. His intention was to create a dialogue between the university's finance unit and Clemson faculty. He shared his background in higher education and commented about the culture and his current dialogues with Faculty Senate leaders. He noted how during his time with Temple University, before and after the recent economic recession, he had observed how state funding declined in South Carolina yet today he finds it striking that Clemson is so strong in its operations, with ambitions to be even stronger. He noted that there is a recognition on campus of that phenomenon, where everyone has a sense of what's next and how we make decisions about our future.
 - b. He noted how he met recently with the Faculty Senate's Finance and Infrastructure Committee. They discussed the importance of transparency in finances, and he shared his commitment that when difficult decisions are made people should be able to understand what took place and have the information explained to them. He noted that he has had conversations on how Clemson can be more interdisciplinary in its decision-making. The way the university designs its financial systems can help to foster integrated work.
 - c. At the conclusion of his presentation he responded to questions, including providing an update on campus construction. He noted that the Old Greenville Highways project is scheduled to be completed June 1. With regards to the Duke substation initiative discussed in the free speech at the beginning of the meeting, he noted that he had attended a recent meeting of the Joint City University Advisory Board, where citizens shared concerns and the mayor noted his satisfaction moving forward with the construction/partnership. He did note that there needs to be a redoubling of communication efforts between the university and the City of Clemson to accommodate the university's continued expansion.

3. Approval of Minutes: The Faculty Senate Meeting Minutes dated February 12, 2019 were approved as distributed.

4. Committee Reports:

- a. Faculty Senate Standing Committees:

- Finance and Infrastructure – Committee Chair Neil Calkin

- Calkin noted that the Finance and Infrastructure Committee had a productive discussion with Anthony Wagner, chief financial officer/executive vice president. Wagner has made a commitment to meet regularly 3-4 times a year with the committee.

- Policy – Committee Chair John Whitcomb

- The Policy Committee has several items on its agenda, including a proposal to amend language related to special faculty, a proposal to create a code of ethics for faculty to aid chairs in conflict resolution, a discussion of the university's recent COACHE survey which led to an actionable item to strengthen language of the TPR process, and a draft resolution to amend policy related to senior lecturer special faculty rank. The policy committee moved for resolution 2019-04 "Creation of Principal Lecturer Special Rank" to be considered as an item of new business at the next meeting of the faculty senate (see the appendix for the policy language). Since this resolution was moved by a committee consisting of more than two senators, no second was required. After no additional debate, the motion passed with one senator expressing opposition. The majority of senators voted in the affirmative for this motion and the motion carried. This resolution has been number 2019-04 and will be considered by the Faculty Senate as an item of new business on April 9.

- Research – Committee Chair Peter Laurence

- Laurence was unable to be in attendance at the senate meeting, so members of his committee shared updates on key agenda items. It was noted that the committee sent out a survey gauging faculty perceptions about Academic Analytics, and they had received 80 responses by the time of the meeting. Members noted that there have been challenges with the complexity of the BuyWays system, which creates a bottleneck for processing research expenditures.

- Scholastic Policies – Committee Chair Mikel Cole

- At its last meeting the SPC engaged in a lengthy conversation on course evaluations. The Trailblazers program is assisting in data collection about the use of evaluations. The committee also discussed SCALE-UP classrooms, how they are being utilized, and could another fee system be implemented for students enrolled in those courses. The SPC has also been working with the campus bookstore to share concerns, which Cole noted have been accommodated and considered by the bookstore leadership. Jason Osborne, associate provost and dean of the graduate school, shared a proposal with the SPC for a graduate-level academic forgiveness policy, on which the SPC is providing feedback. Bridget Trodgen, associate dean of undergraduate studies, provided an overview of the university's General Education Program assessment plan.

- Welfare – Committee Chair Betty Baldwin

- Baldwin noted that her committee spent considerable time at its last meeting reviewing the university's recent COACHE survey results, generating ideas for future agenda items, which could include a review of compensation, facilities improvements, and off-campus town/gown relationship improvements.

b. Temporary Committees:

Ad Hoc Committee on the Status of Women – Chair Karen High

High shared details about a proposed resolution, the content of which can be found in the appendix of these minutes. The leadership of TIGERS ADVANCE and the Commission of Women have pledged their support for the content of the resolution, which proposes continuation of a temporary committee to provide complementary research, metrics, policies, and contributions for ongoing gender-related initiatives.

High reviewed the charge of this continued committee: gather anonymous data at the departmental/unit level to identify micro-inequities, continue to research best practices of other peer universities, provide policy and governance recommendations, determine if gendered differences exist with service load expectations and opportunities, assess and determine the effectiveness of TIGERS ADVANCE initiatives, and develop an evidence-based report on these charges.

If this resolution is approved at the April meeting, the new committee membership composition would be approved at the May Advisory Committee meeting with a delivery date of their report expected for April 2020.

High moved that the Faculty Senate consider this resolution as an item of new business at the April Faculty Senate meeting. Since this resolution was being moved by a committee consisting of more than two members no second was needed from the floor. After debate, where points of inquiry were posed from the senate membership, the motion passed with two senators expressing opposition. Since the majority was in the affirmative, the resolution was numbered 2019-06 and will be considered by the Faculty Senate as an item of new business on April 9.

c. University Commissions and Committees:

a. Committee on Committees

Faculty Manual Editorial Consultant and Chair of the Committee on Committees Mary Beth Kurz noted that the Committee on Committees recently approved four proposals for publication on the Shared Governance website: an interdisciplinary committee on a minor in astrobiology, a business anthropology & human behavior curriculum committee, a university faculty mentoring taskforce, and a distance education advisory board.

5. Presidents Report:

Jan Holmevik noted that the March meeting was the last full senate meeting that he chaired, as next month would be co-chaired by incoming president Danny Weathers. He noted that sitting committee chairs needed to prepare their final annual reports to the Faculty Senate, which will include the recommendations they have for incoming chairs assuming leadership of their committee. He encouraged that chair transition take place to ensure that knowledge and information sharing occur across committees.

6. Unfinished Business:

a. None

7. New Business:

a. Faculty Senate Resolution 2019-01: Removal of Description of Advisory Committee to the Ombuds from the *Faculty Manual*

The Senate considered Resolution 2019-01 as an item of new business (see appendix for policy document). Following debate with support from the Policy Committee, the motion passed with no opposition. Since the majority was in the affirmative and the motion carried the distribution of the

advisory committee to the faculty and student ombuds in the Faculty Manual would be edited in accordance with this resolution.

b. Faculty Senate Resolution 2019-02: Composition of Departmental Tenure, Promotion and Reappointment Committees

The Senate considered Resolution 2019-02 as an item of new business (see appendix for policy document). Following debate with support from the Policy Committee, the motion passed with one senator expressing opposition. Since the majority was in the affirmative and the motion carried the Faculty Manual would be edited in accordance with this resolution.

c. Faculty Senate Resolution 2019-03: Composition of the Requirements for Departmental Bylaws and Departmental Tenure, Promotion and Reappointment and Post-tenure Review Documents

The Senate considered Resolution 2019-03 as an item of new business (see appendix for policy document). Following debate with support from the Policy Committee, the motion passed with no opposition. Since the majority was in the affirmative and the motion carried the Faculty Manual would be edited in accordance with this resolution.

d. Faculty Senate Resolution 2019-05: Creation of Clemson University Club, for Faculty and Staff

The Senate considered Resolution 2019-05 as an item of new business (see appendix for policy document). Following debate with support from the Welfare Committee and a point of inquiry, the motion passed with one senator expressing opposition.

e. Faculty Senate Bylaws

The Senate considered proposed policy changes to the Bylaws, sponsored by a temporary Bylaws review committee (see appendix for policy document). The Bylaws committee shared its support for the proposed changes to the senate bylaws. During debate, concerns were raised about the changes to the role of delegates that decreased participation in senate affairs, which prompted a robust discussion on the policies that allow for delegate involvement at the committee level and during senate deliberations.

Patrick Warren moved to amend the bylaws to remove the proposed Article IX and remove mention of the Convention of the Delegates in other portions of the bylaws. The amendment was seconded.

Kimberly Paul proposed an amendment to Article VIII that lists the provision for delegates to attend senate meetings. Following discussion she withdrew her motion.

The senate voted on the proposed bylaw amendment. An overwhelming majority opposed the amendment and the revision did not carry.

A question was called to conclude debate on the bylaws. The motion passed with at least two-thirds of the senators in support, and the bylaws of the Faculty Senate were adopted.

f. Faculty Senate Officer nominee presentations

i. Vice-President: Karen High

Vice-President candidate Karen High shared her involvement with governance throughout her career, which has shaped her research agenda on faculty development and mentorship and her departmental service and leadership

ii. Vice-President: John Whitcomb

Vice-Presidential candidate John Whitcomb shared his experiences at Clemson and prior to Clemson in the navy that prepared him for this leadership opportunity. He also chronicled his leadership and

involvement in Faculty Senate as chair of the Welfare and Policy Committees, and he shared his leadership philosophy.

- iii. Secretary Candidates: Mikel Cole, Pamela Dunston, Dara Park

Secretary candidates did not need to provide any verbal statements about their candidacies.

g. Election of 2019-2020 Faculty Senate Officers

The results for the 2019-2020 Faculty Senate Officers election are as follows:

Tellers Vote Records for Elections:

Vice-President:

Number of Votes Cast26
Necessary for Election14
Votes for Karen High12
Votes for John Whitcomb.....14

Secretary:

Number of Votes Cast26
Necessary for Election14
Votes for Mikel Cole14
Votes for Pamela Dunston.....5
Votes for Dara Park.....7

Votes for John Whitcomb.....14

h. Election of 2019 Centennial Professorship Selection Committee Members

- i. Faculty Senate President (chair of committee): Jan Holmevik
ii. Administrator: Cole Smith
iii. Endowed Chair and Titled Faculty Rep: Lesly Temasvari
iv. Faculty Members: Kimberly Paul, Charles Weiss

Votes were cast for the 2019 Centennial Professorship Selection Committee. Since every position on the committee was uncontested and no senators provided any write-in candidates, all of the nominees were automatically elected to the review committee.

8. Announcements:

1. **Faculty Senate Advisory Committee Meeting: March 26, 2019, 2:30 p.m., Lee Hall 3-136.**
2. **Faculty Senate Executive Committee Meeting: April 2, 2019, 2:30 p.m., Cooper Library, 201A.**
3. **Full Senate Meeting: April 9, 2019, 2:30 p.m., ASC 118.**

9. Adjournment: President Jan Holmevik adjourned the meeting at 4:25 p.m.


Matthew Macauley, Secretary

Chelsea S. Waugaman

Chelsea Waugaman, University Faculty Governance Coordinator

Guests:

Amy Lawton-Rauh, Associate Provost for Faculty Affairs; Cole Smith, Associate Provost for Academic Initiatives; Dan Warner, Senate Liaison of the Emeritus College; Gordon Halfacre, Ombudsman for Faculty and Staff; Jackie Todd, Director of Internal Communications; Joe Ryan, Faculty Representative to the Board of Trustees; Mary Beth Kurz, Faculty Manual Consultant; John Griffin, Associate Provost and Dean of Undergraduate Studies; Bridget Trogden, Associate Dean of Undergraduate Studies; Jennifer Ogle, Associate Professor and Former Chair of the Women's Commission; Mariah Magagnotti, Lecturer of General Engineering; Brygg Ullmer, Professor of the School of Computing; Dan Hofmann, President of Staff Senate; David Knox, Director of Clemson Thinks2; Meg Newton, Academic Advisor for General Engineering; Anthony Wagner, Executive Vice President for Finance and Operations; Christopher Cox, Dean of the Libraries

Alternates Present:

Stewart Wayne for Charles Weiss (Business), Luke Rapa (COE)

Absent Senators:

Peter Laurence (AAH), Raquel Anido (AAH), Sharon Holder (BSHS), Charles Weiss (Business), Eric Davis (ECAS), Peter van der Herk (Science)

2019-03-12 :
Clemson Faculty Senate

- water tower
- transmission line servicing all of University main campus, city
- proposed substation
- Columbo's Pizza
- Clemson Montessori

~50 University faculty, staff, and students have children, age 2.5-12, in attendance



2019-03-12 :
Clemson Faculty Senate

Brygg Ullmer

<http://cs.clemson.edu/~bullmer/clemson-city/substation3.html>

2018-02-20, Provost Jones → City Council

This is not a Clemson University power project.

2018-02-28, President Clements → Mayor Cook + City Council

As you know, this Duke Energy project is designed to provide much-needed electricity capacity to meet the growing needs of the City of Clemson and the Town of Pendleton.

2018-02-20, Duke senior staff

The transmission line is being rebuilt to serve the University.

earlier, not direct quote:

- *substation purpose: connect the 100kv transmission line to the 44kv City power grid;*
- *arguably, not be a need for this substation except for the transmission line upgrade*

2018-03-04, Duke SC State President

Duke Energy conducted a siting study.... Site A, which was the same site as the location of the original CHP site, and Site B, the armory ballfield. After discussions with Clemson University, Site B met both Duke Energy's needs as well as **the university's needs.**

2018-02-19, Mayor Cook and City Council → President Clements

In summary, our request to you is fairly simple and straight forward. Will you work with the City Council and Duke Energy to **place this substation site issue on hold for a period of time**, which will allow us to conduct a joint review of potential alternatives that could be implemented in lieu of the present site at the old baseball field?

2018-02-15, Ullmer → President Clements (in parallel with many other faculty)

Subject: Electrical substation plans: health, legal, financial, aesthetic, and public relations risks to our University

...2015 government-funded science report: “the policy of prudent avoidance in view of the current state of knowledge regarding the risk of childhood leukaemia from ELF-MF exposure might include **deciding to locate... new lines far from existing schools.**”

... more than 40 scientific studies over many decades.... the majority find a **strong association between such EMF/MF-school proximity and childhood leukemia...**

[Substations] typically generate noise... 60 to 80 dBA; noise ordinance, esp. re schools.

2018-02-28, President Clements → Mayor Cook + City Council, >>10 faculty

the university is on record as saying it seeks to make substantial aesthetic improvements to the entire property upon which the substation would be located

- if the Faculty Senate saw fit to **express some form of motion and/or make a statement supporting and/or endorsing the February 19 request of Clemson's Mayor and City Council**, many dozens of Clemson faculty, staff, and students – and hundreds of Clemson city residents (per the ~250+ signatures received on this topic) – would highly appreciate this.
- more generally, endorse statement requesting the University establish a mechanism for keeping faculty, staff and students fully informed of any activities that affect quality of life on campus and in the community.

Subject: Re: Free Speech on Duke Substation
Date: Sunday, March 10, 2019 at 11:35:14 PM Eastern Daylight Time
From: Brygg Ullmer
To: Chelsea Waugaman, Raquel Anido, Mariah Soibhan Magagnotti
CC: Jan Holmevik, Danny Weathers, Matthew Macauley, William H Everroad
Attachments: Electrical substation plans: health, legal, financial, aesthetic, and public relations risks to our University.eml

Chelsea, all,

Chelsea, thanks much for your kind message! Per your recommendation, I attach the letter I sent on February 15 to President Clements, with subject "Electrical substation plans: health, legal, financial, aesthetic, and public relations risks to our University." You are welcome to share this in the Senate's box folder as you have proposed.

I did receive a response from Provost Jones on March 3. That response is nearly identical to the [response from President Clements](#) to the [Mayor and City Council's letter and request of February 19](#).

While I, and many other Clemson faculty and staff colleagues who apparently received the ~same response, would have valued a response to the specific contents of my email, I was not surprised that an individual response did not come.

However, I was surprised and concerned that the Mayor and City Council would receive what appears to be, by [definition 1 at Merriam-Webster](#) and elsewhere, the ~same [form letter](#), without reference to their particular assertions and closing request.

Clemson's Mayor and City Council ended [their letter of February 19](#) with the following:

In summary, our request to you is fairly simple and straight forward. Will you work with the City Council and Duke Energy to place this substation site issue on hold for a period of time, which will allow us to conduct a joint review of potential alternatives that could be implemented in lieu of the present site at the old baseball field?

Thank you for your consideration of this request.

While I know nothing of the relevant precedence or procedurals, if the Faculty Senate saw fit to express some form of motion and/or make a statement supporting and/or endorsing the February 19 request of Clemson's Mayor and City Council, my impression is that many dozens of Clemson faculty, staff, and students – and hundreds of Clemson city residents (per the ~250+ signatures I understand have been received on this topic) – would highly appreciate this.

With respect and warm appreciation,

Brygg

From: Chelsea Waugaman <cwaugam@clemson.edu>

Date: Friday, March 8, 2019 at 10:42 AM

To: Brygg Ullmer <bullmer@clemson.edu>, Raquel Anido <ranido@clemson.edu>, Mariah Soibhan Magagnotti <mariahm@clemson.edu>

Cc: Jan Holmevik <jholmev@clemson.edu>, Danny Weathers <pweath2@clemson.edu>, Matthew Macauley <mma caul@g.clemson.edu>, William H Everroad <weverro@clemson.edu>

Subject: Re: Free Speech on Duke Substation

Hello, Brigg.

For the materials, you are welcome to bring hard copies of anything to the meeting or you can share electronic versions with me and I would be happy to post the in the Senate's box folder and include them with the meeting minutes I distribute after Tuesday, if you are comfortable with that. I would recommend creating a handout of the web links you mentioned and then send me a pdf of the e-mail you sent to President Clements. If you have those ready by Tuesday morning, I can post them in the Box file for member reference during your presentation.

We are looking forward to your comments on Tuesday,

Chelsea Waugaman, Ph.D.

Faculty Governance Coordinator

Faculty Senate Office

Clemson University

414 Cooper Library

116 Sigma Drive

Clemson, SC 29634

864-656-2456

cwaugam@clemson.edu

senate@clemson.edu

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From: Brygg Ullmer <bullmer@clemson.edu>

Date: Friday, March 8, 2019 at 9:58 AM

To: Chelsea Waugaman <cwaugam@clemson.edu>, Raquel Anido <ranido@clemson.edu>, Mariah Soibhan Magagnotti <mariahm@clemson.edu>

Cc: Jan Holmevik <jholmev@clemson.edu>, Danny Weathers <pweath2@clemson.edu>, Matthew Macauley <mma caul@g.clemson.edu>, William H Everroad <weverro@clemson.edu>

Subject: Re: Free Speech on Duke Substation

Chelsea, Jan, Raquel, Mariah, all,

A great many thanks for this opportunity, especially in light of the last-minute timing!

From my perspective, what you describe sounds great.

When you mention "distribute any materials," is there more of a tradition of doing this physically or online? E.g., I think the link recently posted by the City of Clemson would be highly valuable to share; along with a recent website by Duke.

<https://www.cityofclemson.org/Activityfeed/Myarticles/TabId/197/ArtMID/828/ArticleID/3504/Update-to-Duke-Energy-Electrical-Substation-Issues.aspx>

<http://duke-energy.com/deathvalley>

I would also value the chance to share a message I sent to Duke and President Clements, detailing a number of specific concerns, to which I've not yet seen engagement. The title of the message to President Clements was "FW: Electrical substation plans: health, legal, financial, aesthetic, and public relations risks to our University." But I would prefer to share the Duke letter, as I document some legal, financial, and PR concerns to President Clements for which (in the interest of our University) I would prefer caution in how they're shared. I don't have a preference for whether my Duke letter is shared physically or electronically.

I would also value the chance to present one or two slides, depending partly on Mariah's plans. I will attempt to synchronize with her and follow up by Tuesday morning (per your message).

With respect and warm appreciation,

Brygg

From: Chelsea Waugaman <cwaugam@clemson.edu>

Date: Friday, March 8, 2019 at 9:11 AM

To: Raquel Anido <ranido@clemson.edu>, Brygg Ullmer <bullmer@clemson.edu>, Mariah Soibhan Magagnotti <mariahm@clemson.edu>

Cc: Jan Holmevik <jholmev@clemson.edu>, Danny Weathers <pweath2@clemson.edu>, Matthew Macauley <mma caul@g.clemson.edu>, William H Everroad <weverro@clemson.edu>

Subject: Re: Free Speech on Duke Substation

Greetings, Raquel.

I conferred with the Faculty Senate officers and all agree that it would be no problem for Dr. Ullmer and Dr. Magagnotti to provide a Free Speech presentation on March 12. I have attached the guidelines for these presentations, most important of which is that we need the presentation to be no more than three minutes. Also, if you have a PowerPoint or distribute any materials, we would like to receive those by Tuesday morning, so that we can incorporate them into the meeting PowerPoint. If you have no objections, we would like to post those materials on our Free Speech page to showcase faculty involvement with the governance system. If you have a hesitation about doing so, though, please say something, since the online publication is completely optional.

If all of this is acceptable to you, please let me know and I will confirm your placement on the agenda for next week.

Thanks,

Chelsea Waugaman, Ph.D.

Faculty Governance Coordinator

Faculty Senate Office

Clemson University

414 Cooper Library

116 Sigma Drive

Clemson, SC 29634

864-656-2456

cwaugam@clemson.edu

senate@clemson.edu

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From: Raquel Anido <ranido@clemson.edu>

Date: Thursday, March 7, 2019 at 4:00 PM

To: Chelsea Waugaman <cwaugam@clemson.edu>

Cc: Brygg Ullmer <bullmer@clemson.edu>, Mariah Soibhan Magagnotti <mariahm@clemson.edu>

Subject: Free Speech on Duke Substation

Dear Chelsea,

I know that we have received already the agenda for next Tuesday, but is it possible at all to still include a few minutes of Free Speech with Brygg Ullmer and Mariah Magagnotti? They would like to share with us their perspectives on the Duke Substation. If it can't be arranged for Tuesday, we can try for the Senate meeting in April.

Thank you so much!

Raquel

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Raquel Anido
Department of Languages
Clemson University
510 Strode Tower
Clemson, SC 29634

From: **Brygg Ullmer** bullmer@clemson.edu

Subject: Electrical substation plans: health, legal, financial, aesthetic, and public relations risks to our University

Date: February 15, 2019 at 3:26 PM

To: President Clements president@clemson.edu, Maxwell Allen maallen@clemson.edu, Gerald Vander Mey vgerald@clemson.edu



Dear President Clements, Mr. Allen, and Mr. Vander Mey,

I am writing to you regarding **the proposed electrical substation on Pendleton Road**, on what I understand to be **University property**. I write in my capacities as Professor and Chair of the Human-Centered Computing Division in Clemson University's School of Computing; as a resident of South Carolina dating back to 1986; as a city of Clemson resident; and as the father of a five-year-old at Clemson Montessori School.

I believe, and would like to argue, that the proposed University-hosted substation is **strongly against the health, legal, financial, aesthetic, and public relations interests of Clemson University; its faculty, staff, and students; and its surrounding community**. I detail each of these below.

Health: as [illustrated on these maps](#), the proposed substation and its 100kV feeder line approaches as close as 100' to the property of Clemson Montessori School. I understand more than 60% of the children (as young as 2, and up through elementary school) are of faculty, students, and staff of Clemson University.

In my understanding, both recent and longstanding government and scientific literature suggests a **maximum of 1 mG EMF** radiation in the proximity of schools. In [public dialogue on nextdoor.com](#), a **high-ranking Duke electrical engineer has made a first-principles estimate of 4 mG EMF** at ~150' from the lines (and an undisclosed, more elevated intensity from the substation itself). I have **measured more than 8 mG EMF** just beyond the edge of the clearance area with the existing power line feed; and understand the point of the upgrade is to substantially increase these feeds. **These numbers clearly exceed 1 mG.**

In a 2015 government-funded science report, it is reported "the policy of prudent avoidance in view of the current state of knowledge regarding the risk of childhood leukaemia from ELF-MF exposure might include deciding to locate... new lines far from existing schools." This is partially in reference to **more than 40 scientific studies over many decades**. To my understanding, the **majority of these** find a strong association between such EMF/MF-school proximity and **childhood leukemia** – many of these with statistical significance.

In another of more than 40 nextdoor substation-related posts by local residents, resident Susan Hilscher writes "**I recruited the physicians for Oconee Medical for 7 yrs** before retirement. During that time I **interviewed at least a dozen physicians** (male and females) that were **making a geographic move to get their children away from power lines**. The schools their children were attending were built below or in close proximity to the power lines. I was told by several that... **many of the children had developed cancer.**"

Beyond the EMF/MF fields, there is an acoustic dimension. A politically-neutral electrical engineering website notes "the noise level of a substation power transformer is a function of the MVA and BIL rating of the high voltage windings. **These transformers typically**

generate a noise level ranging from 60 to 80 dB.” These are quite loud levels. Also, many of the low and high-frequency sounds are audible to children, but not adults.

Legal: as [illustrated on these maps](#), the July 2017 **substation site plans** that a neighbor circulated (known to the community first only within the past two weeks) are **titled “Death Valley Retail Space B.”** At my previous institution, I was employed as a consultant in defense of Microsoft, where a major patent litigation case was settled largely by a Markman hearing interpreting the meaning of the word “item.” **I fear the characterization of a substation as “retail space” could incur substantial legal challenges.** Also, while I am not a GIS expert, as illustrated on those maps, many of the feature appear **substantially out of alignment with Clemson city tax maps.** I fear this, too, could be a point of legal jeopardy.

Financial: While I imagine there may be financial costs to adjusting deployment from the current plans, one could argue there are potentially far larger financial risks from not picking an alternate site. One of several such risks relates to **the tobacco industry Master Settlement (MSA).** This was valued at \$246 billion in the first 25 years, with payments continuing in perpetuity, as (to my understanding) the largest civil settlement in US history. [South Carolina has received \\$1.5 billion](#) from this thus far. In Louisiana (where I lived from 2005-16), the number is [more than \\$2.7 billion, with a substantial fraction of higher education payed from the \\$138M annual proceeds](#). A number of parties have **identified prospective echoes between the MSA and future settlements re cellular phone emissions (prospectively re brain cancer), EMF, and others.** In addition to the health dimensions, I would rather our University be on the receiving end of such prospective payments, than on the contributing end. One would expect new actions in awareness of the known prospective consequences might heighten the legal and financial jeopardy.

Aesthetic: In the last **Clemson City council meeting, on the order of 10 citizens spoke against the substation** (and perhaps 40 attended apparently specific to this concern, as recorded by a Greenville channel 4 videographer). Many of their concerns were aesthetic. Also symbolically, the **proposed site is within a few feet of large gates to Clemson University campus** (perhaps even requiring relocation of these). [Several images of \(to my understanding\) the most proximal sister substations are here.](#) For a University and city that pride themselves on aesthetics and quality of life, compounded by longstanding publically exposed building projects nearby, several citizens strenuously objected to the aesthetic detriment.

Public relations: In my participation in a 1995 Stanford-affiliated course on “Accounting for Electrical Engineers” (taught by one of the best-known names in Silicon Valley), we were introduced to the accounting value of “good will.” E.g., I understand more than 1/3 of the public valuation of Coca Cola relates to the value of the brand. So, to, with Clemson, one would expect our name and public good will – again, in association with athletics, aesthetics, and quality of life – as among our most cherished assets. These are also presumably deeply entangled with our financial endowment and charitable giving. I believe this substation siting is deeply contrary to this image, and thus risks substantial harm to University interests regarding all of the above (and more).

In closing, while I write this in the interest of our University and as a citizen, I do so most actively as the parent of a five-year-old child, studying immediately adjacent to this substation’s proposed site. Again, the **majority of Clemson Montessori School’s**

substation's proposed site. Again, the majority of Clemson Montessori School's **parents are faculty, staff, and students of Clemson University. I have spoken with many, and all are passionately in opposition to this citing.** For all of these grounds, I remain deeply hopeful this substation siting will be reconsidered and alternately located prior to further deployment.

Respectfully,

Brygg Ullmer
Ph.D., MIT, 2002
Clemson URSAAA inaugural class of 2018
Cell: 225-937-2493

Brygg Ullmer, Clemson University
Chair, Human-Centered Computing Division
Professor, School of Computing
Lead, Tangible Visualization group
<http://computing.clemson.edu/~bullmer>

Faculty Senate Resolution 2019-04

Policy Committee Approval: February 19th, 2019

Faculty Senate Consideration: March 12th, 2019

Topic: “Creation of Principal Lecturer Special Rank”

Whereas, Clemson University makes provision for faculty participation in planning, policy-making, and decision-making with regard to academic matters; and

Whereas, the University also provides for such participation in matters of faculty welfare and general university concern; and

Whereas, Faculty Senate Resolution 2018-05 resolved that a third rank of contingent faculty, to follow Senior Lecturer, be established in the *Faculty Manual* and titled “Principal Lecturer”; and

Whereas, Faculty Senate Resolution 2018-05 resolved that Senior Lecturers eligible for promotion, in accordance with departmental Tenure and Promotion Review Guidelines, who have completed at least 4 years of service as a Senior Lecturer be permitted to apply for promotion to Principal Lecturer; and

Whereas, 20 amendments to the *Faculty Manual* must be made in order to fully establish the Principal Lecturer rank and its role in shared governance; it is

1 **Resolved**, that Chapter IIID2iv be amended to **insert** the paragraphs “Principal lecturer is the
2 lecturer rank that may be applied for after four full academic years of service by a senior
3 lecturer; equivalent experience at Clemson may be counted towards the four-year service
4 requirement. Principal lecturers shall have no administrative duties inconsistent with those of
5 regular faculty.

6 The principal lecturer appointment is intended to recognize the efforts, contributions, and
7 performance of senior lecturers who combine effective instruction with additional significant
8 contributions to the mission of the University.

9 Length of service as a senior lecturer is, itself, not a sufficient criterion for promotion to principal
10 lecturer. Instead, the process and criteria for promotion from senior lecturer to principal lecturer
11 are determined by departments/schools and shall be described in their TPR document.” as
12 subparagraph (4), (4)(a) and (4)(b) respectively; and it is

13 **Resolved**, that Chapter IVB7 be amended to **insert** the paragraph “principal lecturers shall be
14 offered five-year contracts with the requirement of one year’s notice of non-reappointment
15 before July 15 of the penultimate year” as subparagraph “h”, and it is

16 **Resolved**, that Chapter IVB7i be amended to **insert** the words “or principal lecturer” between
17 the words senior and “this” and **insert** the words “or principal” between the words “senior” and
18 “lecturers”; and it is

19 **Proposed Language**

20 21 CHAPTER IV. PERSONNEL PRACTICES

22 B. Policies and Procedures for the Recruitment and Appointment of Faculty

23 7. Terms of Appointment

24 g. Senior lecturers shall be offered three-year contracts with the requirement of
25 one year’s notice of non-reappointment before July 15 of the penultimate
26 year.

27 ***h. Principal lecturers shall be offered five-year contracts with the***
28 ***requirement of one year’s notice of non-reappointment before July 15 of***
29 ***the penultimate year.***

30 i. Individuals holding teaching, research, or public service appointments shall be
31 informed each year in writing of their appointments and of all matters relative
32 to their eligibility for the acquisition of tenure or promotion to senior ***or***
33 ***principal lecturer***; this does not include faculty with tenured status and senior
34 ***or principal*** lecturers not in their penultimate year of their appointments.

1 **Resolved**, that Chapter IVC2b be amended to **strike out** the words “to senior lecturer”; and it is

2 **Resolved**, that Chapter IVC2b be amended to **insert** the paragraph “Following a senior lecturer’s
3 fourth year of service, the department chair and the unit TPR committee shall conduct a
4 comprehensive review of the senior lecturer either in response to a request for promotion to
5 principal lecturer or to advise the senior lecturer of progress towards promotion to principal
6 lecturer.” as subparagraph “iii”; and it is

7 **Resolved**, that Chapter IVC2 be amended to **insert** the paragraphs “Principal lecturers shall be
8 evaluated by their department/school TPR committee, following procedures and standards that
9 shall be specified in the unit’s TPR document.

10 Principal lecturers shall be evaluated at least every five years or more frequently as documented
11 in the departmental TPR guidelines.

12 At a minimum, principal lecturers shall be evaluated during the penultimate year of their
13 appointments.” as subparagraph “d”, “di”, and “dii” respectively; and it is

14 **Proposed Language**

15
16 CHAPTER IV. PERSONNEL PRACTICES

17 C. Policies for Reappointment, Tenure, and Promotion

18 2. Reappointment Policies

19 b. The intention of periodic reappointment review of lecturers and senior lecturers
20 is to provide feedback on the individual regarding progress towards promotion
21 ~~to senior lecturer.~~

22 *iii.* Following a senior lecturer’s fourth year of service, the department chair
23 and the unit TPR committee shall conduct a comprehensive review of the
24 senior lecturer either in response to a request for promotion to principal
25 lecturer or to advise the senior lecturer of progress towards promotion to
26 principal lecturer.

27 ***d. Principal lecturers shall be evaluated by their department/school TPR***
28 ***committee, following procedures and standards that shall be specified in***
29 ***the unit’s TPR document.***

30 ***i. principal lecturers shall be evaluated at least every five years or more***
31 ***frequently as documented in the departmental TPR guidelines.***

32 ***ii. At a minimum, principal lecturers shall be evaluated during the***
33 ***penultimate year of their appointments.***
34

1 **Resolved**, that Chapter IVC4b be amended to **insert** the words “and senior lecturers” between
2 the words “Lecturers” and “must”; and to **strike out** the words “to senior lecturer”; and it is

3
4 **Proposed Language**
5

6 CHAPTER IV. PERSONNEL PRACTICES

7 C. Policies for Reappointment, Tenure, and Promotion

8 4. Promotion Policies

- 9 b. Lecturers **and senior lecturers** must document and provide evidence of their
10 teaching performance and additional contributions/activities to the department
11 chair/school director and department/school TPR committee for evaluation and
12 consideration for promotion **to senior lecturer**.
13

14 **Resolved**, that Chapter IVD1g be amended to **insert** the sentence “Similarly, TPR committees
15 shall solicit recommendations from principal lecturer(s) in a manner consistent with the unit’s
16 bylaws and TPR documents in the reappointment review of senior lecturers, the promotion
17 review of senior lecturers to principal lecturers, and the reappointment review of principal
18 lecturers.” At the end of the paragraph; and it is

19
20 **Proposed Language**
21

22 CHAPTER IV. PERSONNEL PRACTICES

23 D. Procedures for Reappointment, Tenure, and Promotion

24 1. Guidelines for Department TPR documents

- 25 g. TPR committees shall solicit recommendations from senior lecturer(s) in a
26 manner consistent with the TPR documents in the reappointment review of
27 lecturers, the promotion review of lecturers to senior lecturers, and the
28 reappointment review of senior lecturers. ***Similarly, TPR committees shall***
29 ***solicit recommendations from principal lecturer(s) in a manner***
30 ***consistent with the TPR documents in the reappointment review of***
31 ***senior lecturers, the promotion review of senior lecturers to principal***
32 ***lecturers, and the reappointment review of principal lecturers.***
33

1 **Resolved**, that Chapter IVD5 be amended to **insert** the paragraphs “Principal lecturers
2 Written notice that a principal lecturer appointment is not to be renewed shall be given to the
3 faculty member by July 15 in the penultimate year and at least 12 months before the expiration
4 of the appointment, regardless of the stated term or other provisions of any appointment to
5 principal lecturer.

6 Should notice of non-reappointment not be given before this date, the principal lecturer shall be
7 automatically reappointed for an additional term.” as subparagraphs “d”, “di”, and “di(1)”
8 respectively, and it is

9 **Resolved**, that Chapter IVD5e be amended to **insert** the words “or principal lecturer” between
10 the words “senior lecturer” and “do not”; and it is

11
12 **Proposed Language**
13

14 CHAPTER IV. PERSONNEL PRACTICES

15 D. Procedures for Reappointment, Tenure, and Promotion

16 5. Notification of Reappointment and Non-Reappointment

17 d. ***Principal lecturers***

18 ***i. Written notice that a principal lecturer appointment is not to be***
19 ***renewed shall be given to the faculty member by July 15 in the***
20 ***penultimate year and at least 12 months before the expiration of the***
21 ***appointment, regardless of the stated term or other provisions of any***
22 ***appointment to principal lecturer.***

23 ***(1) Should notice of non-reappointment not be given before this***
24 ***date, the principal lecturer shall be automatically reappointed for***
25 ***an additional term.***

26 e. Other Special Faculty

27 ***i. Appointments to special faculty ranks other than the lecturer, senior***
28 ***lecturer or principal lecturer do not require notice of non-renewal since***
29 ***such appointments are for stated periods of limited association with the***
30 ***university.***
31

1 **Resolved**, that Chapter VC1dii(2) be amended to **insert** the words “or Principal” between the
2 words “Senior” and “Lecturers”; and it is

3
4 **Proposed Language**
5

6 CHAPTER V. CLEMSON UNIVERSITY FACULTY DISPUTE RESOLUTION

7 C. Clemson University Faculty Grievance Procedures and Information

8 1. Overview

9 d. The Faculty Senate facilitates some portions of the Grievance Process.

10 ii. Membership of the Grievance Board

11 (2) Two Senior **or Principal** Lecturers are elected during a joint meeting of
12 the Faculty Senate Executive and Advisory committees eligible to act, at
13 the discretion of the Grievance Board as non-voting consultants to the
14 Board or its hearing panels in grievance cases involving lecturers.

15
16 **Resolved**, that Chapter VC5c be amended to **insert** the words ““or Principal” between the words
17 “Senior” and “Lecturers”; and it is

18 **Resolved**, that Chapter VC5ci be amended to **strike out** the word “Senior”, and it is

19 **Resolved**, that Chapter VC5cii be amended to **strike out** the word “Senior”, and it is

20
21 **Proposed Language**
22

23 CHAPTER V. CLEMSON UNIVERSITY FACULTY DISPUTE RESOLUTION

24 C. Clemson University Faculty Grievance Procedures and Information

25 5. The Grievance Board

26 c. Two Senior **or Principal** Lecturers are elected during a joint meeting of the
27 Faculty Senate Executive and Advisory committees eligible to act, at the
28 discretion of the Grievance Board as non-voting consultants to the Board or its
29 hearing panels in grievance cases involving lecturers.

30 i. The elected ~~Senior~~ lecturers, who may provide perspective and feedback
31 perspective and feedback to the Board or its hearing panels during the
32 grievance process at the invitation of the Board, will not hold appointments in
33 the same college and will serve a two-year term.

34 ii. Inasmuch as the ~~Senior~~ lecturers are non-voting of the Grievance Board,
35 they may not vote on grievance cases or other matters considered by the
36 Board. Otherwise, the extent and form of their participation in a grievance is
37 determined by the Grievance Board.
38

1 **Resolved**, that Chapter VD10ai be amended to **insert** the words “or Principal” between the
2 words “Senior” and “Lecturer”; and it is

3 **Resolved**, that Chapter VD10ai(1) be amended to **insert** the words “or Principal” between the
4 words “Senior” and “Lecturer”; and it is

5 **Resolved**, that Chapter VD10ai(2) be amended to **insert** the words “or Principal” between the
6 words “Senior” and “Lecturer” and **insert** the words “or Principal” between the words “Senior”
7 and “Lecturers”; and it is

8 **Proposed Language**

9 10 CHAPTER V. Clemson University Faculty Dispute Resolution

11 D. Formal Complaint Policy and Procedures

12 10. Formal Complaints Hearings

13 a. The Formal Complaints Board shall create a panel of three members for each
14 formal complaint from among the members of the Grievance Board.

15 i. At its discretion, the Grievance Board may authorize one of the duly elected
16 Senior **or Principal** Lecturers to serve as a non-voting consultant on a hearing
17 panel associated with formal complaints involving lecturers.

18 (1) The Grievance Board shall ensure that the Senior **or Principal**
19 Lecturer it authorizes to consult during a particular formal complaint case
20 is free from conflicts of interest and does not have an appointment in the
21 same college as the complainant or any respondent(s).

22 (2) Should both duly elected Senior **or Principal** Lecturer be ineligible to
23 serve the Board on the basis of conflicts, college of appointment, or
24 challenge, then the President of the Faculty Senate shall make a
25 temporary appointment from the remaining campus body of Senior **or**
26 **Principal** Lecturers after consultation with the Chair of the Grievance
27 Board.

28
29 **Resolved**, that Chapter VIIF2eii(1) be amended to **insert** the words “or principal lecturer”
30 between the words “lecturer” and “elected”; and it is

31 **Proposed Language**

32 33 CHAPTER VII. Faculty Participation in University Governance

34 F. Academic Council

35 2. Council of Undergraduate Studies

36 e. Admissions Committee

37 ii. Membership

38 (1) One regular faculty member, senior lecturer, **or principal lecturer** elected
39 from each college by the faculty accorded voting rights in each college to serve
40 three-year terms.

1
2 **Resolved**, that Chapter VIIF2fii(1) be amended to **insert** the words “or principal lecturer”
3 between the words “lecturer” and “elected”.

4 CHAPTER VII. FACULTY PARTICIPATION IN UNIVERSITY GOVERNANCE

5 F. Academic Council

6 2. Council on Undergraduate Studies

7 f. Academic Eligibility Committee

8 ii. Membership

9 (1) One regular faculty member, senior lecturer, **or principal lecturer** elected
10 from each college by the faculty accorded voting rights in each college to
11 serve three-year terms.
12

13 *This resolution will become effective upon approval by the Clemson University Executive Vice*
14 *President for Academic Affairs and Provost and its inclusion in the 2019-2020 Faculty Manual.*
15 *As of August 1, 2019, departments may initiate a review of their Tenure, Promotion and*
16 *Reappointment documents and begin revisions to include the Special Faculty rank of Principal*
17 *Lecturer.*
18
19

Ad Hoc Committee on the Status of Women Faculty consideration: March 2019

Faculty Senate consideration: April 2019

Topic: “Ad Hoc Committee on the Status of Women Faculty Recommendations”

Whereas, a temporary committee of the Faculty Senate with a focus on women faculty would provide complementary research and contributions for ongoing gender-related initiatives at Clemson University; and

Whereas, the TIGERS ADVANCE grant-funded program, one such gender-related initiative, focuses its research and programmatic efforts, in large part, on STEM-related disciplines. A temporary Faculty Senate committee focused on women faculty would have a global charge of providing research and support for faculty in all disciplines; and

Whereas, Clemson’s Commission on the Status of Women, another gender-related initiative, has a fluid scope/charge that typically shifts on a two-year cycle as the chair position rotates between staff and faculty. Its focus also changes as a result of annual feedback provided by institutional stakeholders, during open forums. A temporary Faculty Senate committee focused on women faculty would have a consistent, year-long, focused charge related, specifically, to women faculty; and

Whereas, the leadership of TIGERS ADVANCE program and Clemson’s Commission on the Status of Women support the creation and charge of a temporary Faculty Senate committee focused on women faculty to complement their ongoing programs with a focus on research, metrics, and policies; and

Whereas, the publicly available Research 1 university reports reviewed by the 2018-2019 Ad Hoc Committee on the Status of Women Faculty indicated that similar taskforces charged to investigate the status of women faculty occurred over multiple academic years; and

Whereas, Clemson is engaged in a 10-year strategic plan, ClemsonFORWARD, with a component on Living that “will strengthen the sense of community and connectedness that defines the Clemson Family by enhancing diversity, improving workplace quality of life and creating an environment of inclusive excellence. ClemsonFORWARD will further focus on policies, facilities, and professional and leadership development opportunities to make Clemson a great place to work, study and live”; it is

Resolved, the Faculty Senate Advisory Committee considers creating a temporary committee with the following charge: to gather data at the departmental or unit level about gender-based faculty experiences at Clemson University, all the while ensuring anonymity is preserved; to research best practices of other peer universities that promote the status of women faculty; to provide policy and governance recommendations specific to women's issues that complement ongoing policy efforts across the university; to determine if gendered differences exist with service load expectations and opportunities across disciplines and departments; provide recommendations for which TIGERS ADVANCE initiatives should be institutionalized when the grant reaches its funding conclusion; and to develop an evidence-based report of the data related to these efforts, and

Resolved, the Faculty Senate recommends the above-mentioned temporary committee be chaired by Karen High, senator from the College of Engineering, Computing, and Applied Sciences, with membership composition to be approved at the Advisory Committee meeting of May 2019, with an expected delivery date of their report by April 2020. Representatives from the TIGERS ADVANCE program and Clemson's Commission on the Status of Women will serve either as members or resource personnel of this committee.

Policy Committee consensus: February 2019
Faculty Senate consideration: March 12, 2019

Topic: “Removal of description of advisory committee to the Ombuds from the *Faculty Manual*”

Whereas, Clemson University makes provision for faculty participation in planning, policy-making, and decision-making with regard to academic matters; and

Whereas, the University also provides for such participation in matters of faculty welfare and general university concern; and

Whereas, the Committee on Committees is charged in the *Faculty Manual* as the facilitating body for the documentation of University bodies not documented in the *Faculty Manual*; and

Whereas, those University councils, commissions and committees that bear upon the prerogatives of the faculty of peer evaluation, curriculum and admissions are documented in the *Faculty Manual*; and

Whereas, in October 2018, the Committee of Committees approved the Faculty and Student Ombuds Advisory Committee that is documented on the Shared Governance website; it is

Resolved, that the redundant reference in the *Faculty Manual* be removed; and it is

Resolved, that Chapter V, C3c be amended to ***strike out*** the words “a subcommittee of the Faculty Senate Executive/Advisory Committee” and to ***replace*** with the words “the Faculty and Student Ombuds Advisory Committee”; and it is

Resolved, that Chapter V, C3c be amended to ***strike out*** the sentences “This sub-committee of the Faculty Senate Executive/Advisory Committee is composed of the immediate past president and the president of the Faculty Senate; the faculty representative to the Board of Trustees; one faculty member appointed annually by the Faculty Senate Advisory Committee; and one faculty member appointed annually by the Professional Ombuds. Members of this committee may not simultaneously serve on the Grievance Board.”

This resolution will become effective upon approval by the Clemson University Executive Vice President for Academic Affairs and Provost and its inclusion in the 2019-2020 Faculty Manual. As of August 1, 2019, the description of the Advisory Committee to the Faculty and Student Ombuds will be in the Faculty Manual will be edited in accordance with this resolution.

Proposed language

The Ombuds reports to the Provost for administrative purposes and, without breaching confidentiality, provides both the Provost and ~~a subcommittee of the Faculty Senate Executive/Advisory Committee~~ **the Faculty and Student Ombuds Advisory Committee** with summary reports of the types of issues handled by his/her office. ~~This sub-committee of the Faculty Senate Executive/Advisory Committee is composed of the immediate past president and the president of the Faculty Senate; the faculty representative to the Board of Trustees; one faculty member appointed annually by the Faculty Senate Advisory Committee; and one faculty member appointed annually by the Professional Ombuds. Members of this committee may not simultaneously serve on the Grievance Board.~~ In conducting the affairs of this office, the Professional Ombuds will be independent and free from any and all improper restraint, interference, coercion or reprisal. The Professional Ombuds will be protected from retaliation. Should these principles be violated, the violations should be brought to the attention of the Provost and, if necessary, to the President of the University.

Final language

The Ombuds reports to the Provost for administrative purposes and, without breaching confidentiality, provides both the Provost and the Faculty and Student Ombuds Advisory Committee with summary reports of the types of issues handled by his/her office. In conducting the affairs of this office, the Professional Ombuds will be independent and free from any and all improper restraint, interference, coercion or reprisal. The Professional Ombuds will be protected from retaliation. Should these principles be violated, the violations should be brought to the attention of the Provost and, if necessary, to the President of the University.

Policy Committee consideration: February 2019

Faculty Senate Consideration: March 12, 2019

Topic: “Composition of Departmental Tenure, Promotion and Reappointment Committees”

Whereas, Clemson University makes provision for faculty participation in planning, policy-making, and decision-making with regard to academic matters; and

Whereas, the University also provides for such participation in matters of faculty welfare and general university concern; and

Whereas, individual departments at Clemson University must establish and utilize written procedures and committee structures with defined membership in order to facilitate peer evaluation in accordance with the *Faculty Manual*; and

Whereas, each department must document the composition of their tenure, promotion and reappointment committees in the departmental tenure, promotion and reappointment document that must be approved by the departmental regular faculty, the department chair, the dean and the Provost, and

Whereas, providing each department with the freedom to define the composition of their tenure, promotion and reappointment committees is consistent with the principals of shared governance; and

Whereas, it is consistent with Clemson University’s current tenure, promotion and reappointment policies in the *Faculty Manual* that the department chair and the tenure, promotion and reappointment committees provide separate and independent reviews; it is

Resolved, that the *Faculty Manual* be amended to allow departments to define their own departmental tenure, promotion and reappointment committee structures subject to the restriction that committee members not be appointed by the department chair; and it is

Resolved, that Chapter IVD1 be amended to *insert* the words “, policies and procedures” at the end of the sentence; and it is

Resolved, that Chapter IVD1a be amended to *insert* the word “policies,” between written and procedures; and it is

Resolved, that Chapter IVD1e be amended to *insert* the words “for TPR committee structure:” at the end of the sentence; and it is

Resolved, that Chapter IVD1e be amended to *insert* the sentence “TPR committees shall be composed as defined in the Department TPR document, subject to the restriction that committee members shall not be appointed by the department chair.” As subparagraph “i”; and it is

1 **Resolved**, that Chapter IVD1fi be amended to *insert* the words “in the TPR document” between
2 “writing” and “and”; and it is

3
4 **Resolved**, that Chapter IVD1g be amended to *strike out* the words “unit’s bylaws and”.

5
6 *This resolution will become effective upon approval by the Clemson University Executive Vice*
7 *President for Academic Affairs and Provost and its inclusion in the 2019-2020 Faculty Manual.*
8 *As of August 1, 2019, departments may revise their Tenure, Promotion and Reappointment*
9 *documents to specify the TPR committee composition.*

10
11 **Proposed changes**

12 1. Guidelines for Department TPR documents, **policies and procedures**

13 a. Individual departments at Clemson University must establish and utilize written **policies,**
14 **procedures** and committee structures with defined membership in order to facilitate peer
15 evaluation.

16 i. These written procedures must incorporate attention to “Best Practices for a Performance
17 Review System for Faculty” in Appendix D.

18 b. Departmental regular faculty determine the tenure, promotion and reappointment standards
19 and the procedures the committee must follow beyond those stipulated in the Faculty Manual.

20 c. These standards and procedures will be stipulated in a department’s TPR document that is
21 distinct from department or unit bylaws.

22 d. The TPR document containing written policies, procedures, and committee structures must
23 be approved by the regular departmental faculty, department chair, college dean, and Provost.

24 e. Departmental policies must include the following requirements **for TPR committee**
25 **structure:**

26 **i. TPR committees shall be composed as defined in the Department TPR document, subject**
27 **to the restriction that committee members shall not be appointed by the department chair.**

28 ii. Limiting voting rights on a TPR committee making recommendations concerning tenure to
29 tenured regular faculty members excluding individuals who, as administrators, have input
30 into faculty personnel decisions such as appointment, tenure, and promotion.

31 iii. Limiting voting rights on a TPR committee making a recommendation concerning
32 promotion to rank or appointment at a rank to regular faculty with equivalent or higher
33 rank.

34 iv. The TPR committee must have a minimum of three members

35 (1) When three-member composition is not possible given the size of a department use the
36 procedures outlined in CHAPTER IV D. 2. a.ii.

37 f. Departmental procedures for peer evaluation

38 i. Departmental procedures for peer evaluation shall be in writing **in the TPR document** and
39 shall be available to the faculty, the chair, the dean, and the Provost.

40 ii. To the maximum extent possible, the procedures followed and criteria used shall be
41 explicit.

42 g. TPR committees shall solicit recommendations from senior lecturer(s) in a manner
43 consistent with the ~~unit’s bylaws and~~ TPR documents in the reappointment review of
44 lecturers, the promotion review of lecturers to senior lecturers, and the reappointment review of
45 senior lecturers.

Policy Committee consensus: February 2019
Faculty Senate consideration: March 12th 2019

Topic: “Composition of the requirements for departmental bylaws and departmental tenure, promotion and reappointment and post-tenure review documents”

Whereas, Clemson University makes provision for faculty participation in planning, policy-making, and decision-making with regard to academic matters; and

Whereas, the University also provides for such participation in matters of faculty welfare and general university concern; and

Whereas, the *Faculty Manual* contains several requirements for departmental bylaws and departmental tenure, promotion and reappointment and post-tenure review documents; and

Whereas, the *Faculty Manual* requires that departmental bylaws be approved by faculty who are accorded voting rights in accordance with departmental bylaws; and

Whereas, the *Faculty Manual* requires that departmental bylaws be reviewed by the Provost or designee for consistency with the Faculty Manual; and

Whereas, the *Faculty Manual* requires that departmental tenure, promotion and reappointment document be approved by the departmental regular faculty, the department chair, the dean and the Provost; and

Whereas, the *Faculty Manual* requires that departmental bylaws be distinct from departmental tenure, promotion and reappointment and post-tenure review documents; and

Whereas, the current set of requirements for departmental bylaws and Departmental Tenure, Promotion and Reappointment and Post-Tenure Review documents are inconsistent and confusing; and

Whereas, the *Faculty Manual* repeats many sets of requirements for departmental bylaws; and

Whereas, the current set of requirements for departmental bylaws contain some items that are related to Tenure, Promotion and Reappointment and Post-Tenure Review; and

Whereas, the current set of requirements for departmental bylaws contain some items that are related to search and screening of faculty candidates for appointment; and

Whereas, the *Faculty Manual* has redundancies related to requirements for bylaws, TPR documents and PTR documents; and

Whereas, the *Faculty Manual* has inconsistencies related to requirements for bylaws, TPR documents and PTR documents; it is

Resolved, that Chapter IIIC2c be amended to ***strike out*** the sentence “Specific qualifications are set forth in each department’s guidelines.” and to ***insert*** the sentences “General qualifications for faculty appointment are set forth in each position’s description in this Chapter. Search and screening committees are charged with evaluating candidates for appointments to faculty positions. Specific qualifications for tenure, promotion and reappointment are set forth in each department’s tenure, promotion and

reappointment guidelines.” at the beginning of the paragraph; and it is

Proposed Language

IIIC2. Rank at initial appointment and promotion in rank is based on education, relevant experience, accomplishments, and effectiveness of performance in the areas listed in the preceding paragraph.

a. The term “relevant experience” used below is broadly interpreted to include professional experience judged to be pertinent to the position to which the faculty member is appointed.

b. Degree requirements refer to earned degrees from institutions of recognized standing in subject fields relevant to the field of appointment.

c. ~~Specific qualifications are set forth in each department’s guidelines.~~ *General qualifications for faculty appointment are set forth in each position’s description in this Chapter. Search and screening committees are charged with evaluating candidates for appointments to faculty positions. Specific qualifications for tenure, promotion and reappointment are set forth in each department’s tenure, promotion and reappointment guidelines.* The department, through a peer review process, is the primary judge of these qualifications.

i. These standards are not imposed rigidly, however, since illustrious achievements and national or international recognition may overshadow any requirements as to educational level and length of experience.

Resolved, that Chapter IIID2 be amended to *strike out* the paragraph “a. Candidates for appointment to the special faculty ranks shall be recruited and evaluated as specified in departmental bylaws. If required by department bylaws, such search and screening committees are selected in accordance with departmental bylaws or, in the absence of relevant bylaws, by the departmental faculty Advisory Committee”; and it is

Resolved, that Chapter IIID2 be amended to *insert* the sentence “Specific procedures and standards for promotion and reappointment are set forth in each department’s tenure, promotion and reappointment document” as subparagraph “e”; and it is

Resolved, that Chapter IIID2ii be amended to *strike out* the sentence “(2) Such appointments must be initiated by the host department(s) in accordance with departmental bylaws and approved by the dean and the Provost.” and to *strike out* the sentence “(4) Individuals holding these positions will be subject to annual review utilizing the faculty activity system for faculty continuance.” and to *strike out* the sentence “(6) Distribution of indirect costs or overhead generated shall follow university policy.” and to *strike out* the sentence “(7) These positions are not tenurable, nor shall time spent in such a position count toward tenure automatically”; and it is

Resolved, that Chapter IIID2ii(5) be amended to *strike out* the sentence “Initial terms of appointment, reappointment, promotion, and continuous employment when external funding is less than 100% will be based on departmental bylaws and will be contingent upon plans for and contributions to the department’s undergraduate, graduate, and public service programs that interface with their research or public service activities.” and to *insert* the sentence “Terms of continuous employment when external funding is less than 100% will be based on departmental promotion and reappointment criteria, documented in the departmental tenure, promotion and reappointment document, and will be contingent upon plans for and contributions to the department’s undergraduate, graduate, and public service programs that interface with their research or public service activities” at the beginning of paragraph; and it is

Resolved, that Chapter IIID2iii be amended to *strike out* the sentence “(2) The duties, terms of appointment, and salaries (if any) of such persons are specified in the appointment letter.” and to *strike*

out the sentence “(3) Such appointments must be initiated by the host department(s) in accordance with departmental bylaws and approved by the dean and the Provost.” and to *strike out* the sentence “(5) Individuals holding these positions will be subject to annual review utilizing the faculty activity system for faculty continuance.” and to *strike out* the sentence “(7) Distribution of indirect costs or overhead generated shall follow University policy.” and to *strike out* the sentence “(7)(a) These positions are not tenurable, nor shall time spent in such a position count toward tenure”; and it is

Resolved, that Chapter IIID2iii(6) be amended to *strike out* the words “Initial appointment, reappointment, and promotion” and to *insert the words* “Continuous employment” at the beginning of the paragraph and to *strike out the words* “department bylaws” and to *insert* the words “departmental promotion and reappointment criteria, documented in the departmental tenure, promotion and reappointment document” between the words “on” and “will”; and it is

Resolved, that Chapter IIID2iiii be amended to *strike out* the sentence “(1) The duties, terms of appointment, and salaries (if any) of such persons are specific in the letter of appointment.” and to *strike out* the sentence “(2) Such appointments must be initiated by the host department(s) in accordance with departmental bylaws and approved by the Dean and Provost.” and to *strike out* the sentence “(3) Procedures and standards for promotion shall be specified by the unit’s Tenure, Promotion, and Reappointment document.” and to *strike out* the sentence “(4) These positions are not tenurable”; and it is

Resolved, that Chapter IIID2iv(2) be amended to *strike out* the words “non-tenurable, non-permanent”; and it is

Resolved, that Chapter IIID2iv be amended to *strike out* the sentence “(4) The duties, terms of appointment, and salaries of such persons will be specified in the letter of appointment, and such appointments must be initiated by the host department(s) in accordance with departmental bylaws and approved by the Dean and Provost”; and it is

Proposed Language

IIID2. Special Faculty Ranks

~~a. Candidates for appointment to the special faculty ranks shall be recruited and evaluated as specified in departmental bylaws. If required by department bylaws, such search and screening committees are selected in accordance with departmental bylaws or, in the absence of relevant bylaws, by the departmental faculty Advisory Committee.~~

b. Prior to making an offer of appointment, the department chair must receive verification of the existence and sufficiency of the funding supporting the appointment from the appropriate dean or the Provost.

c. Conditions of appointment shall be fully detailed in the letter of appointment, including at a minimum:

i. The appointment rank;

ii. The department, school, center, or institute to which the academic appointment applies;

iii. Any remuneration to be paid to the special faculty member.

d. Special faculty appointments are not tenurable and do not carry any expectation of renewal, although appointments may be renewed.

e. Service in special faculty ranks normally does not count towards a regular faculty rank tenure probationary period.

e. Specific procedures and standards for promotion and reappointment are set forth in each department’s tenure, promotion and reappointment document.

f. Appointment of an individual with a special faculty rank to a regular faculty rank must follow the personnel practices and procedures for appointment described in CHAPTER IV B.

g. If the approved bylaws of the applicable unit or college specifically provide such privileges, special faculty ranks have voting and membership privileges in unit and college meetings and on unit and college committees except those restricted to regular faculty in CHAPTER VII D. 3.

h. Special faculty ranks have voting membership privileges on university committees except those restricted to regular faculty in CHAPTER VII D. 3.

i. The Special Faculty Ranks:

i. Research Faculty which include the titles of research professor, research associate professor, and research assistant professor (depending upon professional qualifications) may be granted to persons engaged in full time research who have research as their principal assignment and are supported by a variety of mechanisms (internal and external sources).

(1) The expectation is that 100% of salary support (including fringe benefits) is derived from grant and contract funds obtained by the research faculty member consistent with the terms of appointment.

~~(2) Such appointments must be initiated by the host department(s) in accordance with departmental bylaws and approved by the dean and the Provost.~~

(3) These positions are contingent upon the availability of external funds and adequate space; positions may be terminated upon expiration of external funding per the terms of the appointment letter.

~~(4) Individuals holding these positions will be subject to annual review utilizing the faculty activity system for faculty continuance.~~

~~(5) Initial terms of appointment, reappointment, promotion, and continuous employment when external funding is less than 100% will be based on departmental bylaws and will be contingent upon plans for and contributions to the department's undergraduate, graduate, and public service programs that interface with their research or public service activities.~~

Terms of continuous employment when external funding is less than 100% will be based on departmental promotion and reappointment criteria, documented in the departmental tenure, promotion and reappointment document, and will be contingent upon plans for and contributions to the department's undergraduate, graduate, and public service programs that interface with their research or public service activities. Examples are participation in departmental seminars, research exposure with undergraduate and graduate students, provision for funding of graduate students, service on the graduate advisory committee, and public service activities related to the department's mission.

~~(6) Distribution of indirect costs or overhead generated shall follow university policy.~~

~~(7) These positions are not tenurable, nor shall time spent in such a position count toward tenure automatically.~~

ii. Extension Faculty which include the titles of extension professor, extension associate professor, and extension assistant professor (depending upon professional qualifications) may be granted to persons who have extension as their assignment and are supported by a variety of internal and external sources (including PSA funding);

(1) The expectation is that 100% of salary support (including fringe benefits) is derived from grants and external funds obtained by the extension faculty member.

~~(2) The duties, terms of appointment, and salaries (if any) of such persons are specified in the appointment letter.~~

~~(3) Such appointments must be initiated by the host department(s) in accordance with departmental bylaws and approved by the dean and the Provost.~~

(4) These positions are contingent upon the availability of external funds and adequate space; positions may be terminated upon expiration of external funding per the terms of the appointment letter.

(5) Individuals holding these positions will be subject to annual review utilizing the faculty activity system for faculty continuance.

1 ~~(6) Initial appointment, reappointment, and promotion~~ *Continuous employment* will be
2 based on ~~departmental bylaws~~ *departmental promotion and reappointment criteria,*
3 *documented in the departmental tenure, promotion and reappointment document* and will be
4 contingent upon plans for and contributions to the department's extension and/or public service
5 programs.

6 ~~(7) Distribution of indirect costs or overhead generated shall follow University policy.~~

7 ~~(a) These positions are not tenurable, nor shall time spent in such a position count toward~~
8 ~~tenure.~~

9 iii. Clinical Faculty, which include the titles of clinical professor, clinical associate professor,
10 clinical assistant professor, and instructor (depending upon professional qualifications) may be
11 granted to persons of professional qualifications who perform teaching, research, service, or
12 extension functions in a clinical environment and/or supervising students in an academic, clinical,
13 or field settings in connection with an established program of the University.

14 ~~(1) The duties, terms of appointment, and salaries (if any) of such persons are specific in the~~
15 ~~letter of appointment.~~

16 ~~(2) Such appointments must be initiated by the host department(s) in accordance with~~
17 ~~departmental bylaws and approved by the Dean and Provost.~~

18 ~~(3) Procedures and standards for promotion shall be specified by the unit's Tenure,~~
19 ~~Promotion, and Reappointment document.~~

20 ~~(4) These positions are not tenurable.~~

21
22 v. The title of Professor of Practice (or "Professor of Practice of [discipline]") designates persons
23 eminently qualified, experienced, and distinguished in their professions, but whose career paths and
24 experiences have not been or are not primarily in the academy.

25 (1) A Professor of Practice will contribute to a department's, school's, or college's academic
26 mission by sharing professional experiences through teaching or research activities.

27 (2) This ~~non-tenurable, non-permanent~~ appointment must be approved by the home
28 department's TPR committee.

29 (3) The appointee's performance must be reviewed annually by the home department's TPR
30 committee.

31 ~~(4) The duties, terms of appointment, and salaries of such persons will be specified in the~~
32 ~~letter of appointment, and such appointments must be initiated by the host department(s) in~~
33 ~~accordance with departmental bylaws and approved by the Dean and Provost.~~

34
35 **Resolved**, that Chapter IVB5ai be amended to *insert* the words " , created as specified in departmental
36 bylaws," between the words "committee" and "composed"; and it is

37
38 **Resolved**, that Chapter IVB5ai be amended to *strike out* the sentence "(1) Search and screening
39 committees are selected in accordance with departmental bylaws or, in the absence of relevant bylaws, by
40 the departmental faculty advisory committee."; and it is

41
42 **Resolved**, that Chapter IVB5bi be amended to *strike out* the word "as" and to *insert* the words "using a
43 process" between the words "evaluated" and "specified"; and it is

44
45 **Resolved**, that Chapter IVB5bi(1) be amended to *strike out* the sentence "If required by department
46 bylaws, such search and screening committees are selected in accordance with departmental bylaws or, in
47 the absence of relevant bylaws, by the departmental faculty Advisory Committee." and to *insert* the
48 sentence "Search and screening committees for the recruitment and evaluation of candidates for special
49 faculty ranks are created in accordance with departmental bylaws."; and it is

1 **Resolved**, that Chapter IVB5b be amended to *strike out* the sentence “Additional guidance for
2 appointment to special ranks can be found in CHAPTER III D. 2”; and it is

3
4 **Proposed Language**

5
6 IVB. Policies and Procedures for the Recruitment and Appointment of Faculty

7 5. Procedures for Faculty Appointments

8 a. Regular Ranks

9 i. Candidates for appointment to the regular faculty shall be recruited and evaluated by a search and
10 screening committee, *created as specified in departmental bylaws*, composed of members of the
11 regular faculty and, if specified in departmental bylaws, other faculty.

12 ~~(1) Search and screening committees are selected in accordance with departmental bylaws~~
13 ~~or, in the absence of relevant bylaws, by the departmental faculty advisory committee.~~

14 (2) Whenever feasible, the search and screening committee should include minority group
15 members, women, and/or individuals with disabilities.

16
17 b. Special Ranks

18 i. Candidates for appointment to the special faculty ranks shall be recruited and evaluated ~~as using~~
19 *a process* specified in departmental bylaws.

20 ~~(1) If required by department bylaws, such search and screening committees are selected in~~
21 ~~accordance with departmental bylaws or, in the absence of relevant bylaws, by the~~
22 ~~departmental faculty Advisory Committee~~ Search and screening committees for the
23 recruitment and evaluation of candidates for special faculty ranks are created in accordance with
24 departmental bylaws.

25 ~~ii. Additional guidance for appointment to special ranks can be found in CHAPTER III D. 2.~~

26
27
28 **Resolved**, that Chapter IVC4ai be amended to *insert* the words “in the Tenure, Promotion and
29 Reappointment document” between the words “criteria” and “established”; and it is

30
31 **Proposed Language**

32
33 IVC4. Promotion Policies

34 a. Recommendations for promotion within the regular and special faculty ranks are based upon the
35 evaluations of a faculty member’s performance and credentials by peers and administrators.

36 i. Promotion evaluations are based on written criteria *in the Tenure, Promotion and*
37 *Reappointment document* established by each academic department. Nevertheless, some general
38 attributes and experience requirements are associated with the various ranks CHAPTER III C.

39 b. Lecturers must document and provide evidence of their teaching performance and additional
40 contributions/activities to the department chair/school director and department/school TPR committee
41 for evaluation and consideration for promotion to senior lecturer.

42
43 **Resolved**, that Chapter IVF3a be amended to *strike out* the sentence “Written Guidelines prepared by the
44 faculty of each academic unit (approved by a majority of the faculty, the respective dean, and the Provost)
45 shall provide details of the PTR process.” and to *insert* the sentences “Written Post-Tenure Review
46 Guidelines prepared by the faculty of each academic unit (approved by a majority of the faculty, the
47 department chair, the dean, and the Provost) shall provide details of the PTR process. These guidelines
48 must be incorporated into the departmental TPR document” at the beginning of the paragraph; and it is

1 **Resolved**, that Chapter IVF4a be amended to **strike out** the words “, separate from the regular Tenure,
2 Promotion, and Reappointment committee,”; and to **strike out** the words “bylaws” and to **insert** the words
3 “Post-Tenure Review Guidelines” between the words “departmental” and “whenever”; and it is

4
5 **Resolved**, that Chapter IVF4b be amended to **strike out** the words “election to” and **inserting**
6 “membership on” between the words “for” and “the”; and it is

7
8 **Resolved**, that Chapter IVF6a be amended to **insert** the words “exactly” between the words “choose” and
9 “ONE”; and it is

10
11 **Resolved**, that Chapter IVF6a be amended to **strike out** the words “drafting departmental personnel
12 policy procedures” and to **insert** the words “the departmental PTR guidelines” at the end of the sentence;
13 and it is

14
15 **Resolved**, that Chapter IVF6a*ii* be amended to **strike out** the words “nominated and elected” and to **insert**
16 “selected” and to **strike out** the words “bylaws” and to **insert** the words “PTR guidelines”; and it is

17
18 **Resolved**, that Chapter IVF6e be amended to **strike out** the words “If provided in departmental bylaws”
19 and to **insert** the words “If the person subject to PTR Part II requires external reference letters” at the
20 beginning of the sentence; and it is

21 22 Proposed Language

23 24 IVF. Post-Tenure Review

25 3. PTR Guidelines

26 a. ~~Written Guidelines prepared by the faculty of each academic unit (approved by a majority of~~
27 ~~the faculty, the respective dean, and the Provost) shall provide details of the PTR process~~
28 *Written Post-Tenure Review Guidelines prepared by the faculty of each academic unit (approved*
29 *by a majority of the faculty, the department chair, the dean, and the Provost) shall provide details*
30 *of the PTR process. These guidelines must be incorporated into the departmental TPR document.*

31 b. These guidelines must incorporate attention to “Best Practices for Post-Tenure Review,” Appendix
32 F, numbers 1 through 12 of the Faculty Manual.

33 c. Although the details may vary from one academic unit to another or from one college to another
34 within the university, such guidelines must be consistent with the following principles to ensure
35 appropriate rigor:

36 37 4. PTR Committee

38 a. A PTR committee, ~~separate from the regular Tenure, Promotion, and Reappointment~~
39 ~~committee~~, will be constituted in accordance with departmental ~~bylaws~~ *Post-Tenure Review*
40 *Guidelines* whenever any faculty member is scheduled for regular review or in a period of PTR
41 remediation.

42 b. Only tenured regular faculty members are eligible for ~~election to membership on~~ the PTR
43 committee.

44 c. The size of the committee may vary from one academic unit to another; however, the committee
45 must have a minimum of three members.

46 *i. In cases in which the department does not have enough tenured regular faculty members to*
47 *constitute a PTR committee, the departmental Tenure, Promotion, and Reappointment committee*
48 *will elect regular faculty members from other departments who are qualified to serve on the PTR*
49 *committee.*

50 51 6. Part II, Post-Tenure Review

- a. In order to ensure adequate external representation in the Part II PTR process, departments must choose *exactly* ONE of these options in ~~drafting departmental personnel policy procedures the departmental PTR guidelines~~:
- i. Utilize reference letters submitted from outside the department on each individual under review;
 - ii. Add to the PTR committee a faculty member or professional equivalent from outside the department ~~nominated and elected~~ according to departmental ~~bylaws~~ *PTR guidelines*; or
 - iii. Allow each faculty member under review the option of either having external letters solicited or incorporating the external committee member in the review process.
- e. ~~If provided in departmental bylaws~~ *If the person subject to PTR Part II requires external reference letters*, the PTR committee is required to obtain a minimum of four reference letters of which at least two must come from the list of six submitted by the faculty member.

Resolved, that Chapter VIII.5a be amended to *strike out* the sentence “Each department or equivalent unit shall have a standing advisory committee of regular faculty members, chaired by the department chair, the composition and membership of which shall be approved by the regular faculty of the department” and to *insert* the sentence “Each department shall establish a standing advisory committee of faculty members, chaired by the department chair, the composition and membership of which shall be specified in the department bylaws”; and it is

Resolved, that Chapter VIII.6a be amended to *strike out* the words “approved by the department chair and the departmental Faculty” and to *insert* the words “provided for in departmental bylaws” between the words “If” and “other”.

Proposed Language

VIII. Faculty Participation in Departmental Governance

5. Standing faculty Advisory Committee

a. ~~Each department or equivalent unit shall have a standing advisory committee of regular faculty members, chaired by the department chair, the composition and membership of which shall be approved by the regular faculty of the department~~ *Each department shall establish a standing advisory committee of faculty members, chaired by the department chair, the composition and membership of which shall be specified in the department bylaws.*

b. In small departments, the faculty may elect to have the entire regular faculty serve as the advisory committee.

c. This committee shall advise the chair on matters which the chair brings to it.

6. Other departmental committees

a. If ~~approved by the department chair and the departmental Faculty~~ *provided for in departmental bylaws*, other standing committees may be established.

b. These committees shall forward recommendations to the chair and report to the departmental faculty at regular intervals.

c. Ad Hoc committees may be established at the department chair’s discretion.

d. All departmental committees must be established in ways consistent with college bylaws and with the *Faculty Manual*.

This resolution will become effective upon approval by the Clemson University Executive Vice President for Academic Affairs and Provost and its inclusion in the 2019-2020 Faculty Manual. As of August 1, 2019, the guidelines for departmental bylaws and Tenure, Promotion and Reappointment documents will be updated.

Section 2: 2018-2019 Faculty Manual Excerpts with Proposed Changes tracked and annotated

- Change 1: Each department's search and screening committee is charged with evaluating candidates for appointment. These criteria should not in the departmental bylaws or TPR document.
- Change 2: Add reference to general section about special faculty regarding the requirement that procedures and standards for promotion and reappointment are in the TPR document.
- Change 3: The distribution of overhead policy is not under the control of Faculty Senate, so it should not be in the Faculty Manual (or at least not in sections for specific faculty descriptions)
- Change 4: Reappointment and promotion criteria should be in the TPR document, not the departmental bylaws. Change these references from bylaws to TPR document.
- Change 5: Remove redundancies throughout the Faculty Manual. Each deletion is annotated with the remaining information
- Change 6: Increase flexibility of departments to determine how to create committees in their bylaws, TPR or PTR documents
- Change 7: Clarify that TPR criteria are in the TPR document
- Change 8: Remove requirement for separate PTR and TPR committees because it is unclear what "separate" means.
- Change 9: Clarification of PTR guideline location
- Change 10: Remove inconsistencies. Each edit is annotated with the conflict.
- Change 11: Standing committees other than TPR and PTR should be in bylaws.
- Change 12: General editorial clarification

CHAPTER III THE FACULTY

*** No changes in A or B ***

C. General Qualifications for Faculty Appointments

1. Individuals appointed to the faculty of Clemson University are expected to exhibit and maintain mastery of their fields, whether they are appointed primarily for teaching, research, public service, librarianship, or administration.
 - a. In judging the effectiveness of an individual's work, the quality of performance of assigned duties in teaching, research, public service, librarianship, and/or administration shall be considered, along with knowledge of subject matter, professional stature, contributions to professional societies, and contributions to the University through student counseling, committee work, assigned administrative duties, and public service activities.
 - b. It is the responsibility of academic administrators to keep faculty clearly informed as to the duties required or expected of them.
2. Rank at initial appointment and promotion in rank is based on education, relevant experience, accomplishments, and effectiveness of performance in the areas listed in the preceding paragraph.
 - a. The term "relevant experience" used below is broadly interpreted to include professional experience judged to be pertinent to the position to which the faculty member is appointed.
 - b. Degree requirements refer to earned degrees from institutions of recognized standing in subject fields relevant to the field of appointment.
 - c. Specific General qualifications for faculty appointment are set forth in each position's description in this Chapter-each department's guidelines. Search and screening committees are charged with evaluating candidates for appointments to faculty positions. Specific qualifications for tenure, promotion and reappointment are set forth in each department's tenure, promotion and reappointment guidelines. The department, through a peer review process, is the primary judge of these qualifications.

Commented [MBK1]: Change 1: Each department's search and screening committee is charged with evaluating candidates for appointment. These criteria should not in the departmental bylaws or TPR document.

- i. These standards are not imposed rigidly, however, since illustrious achievements and national or international recognition may overshadow any requirements as to educational level and length of experience.
- d. Satisfying the minimal educational and experiential requirements does not in itself necessarily justify advancement in rank or appointment, for such advancement or appointment is based upon evaluations of a faculty member's professional accomplishments in the context of departmental, school, college, and university needs and expectations.

D. Faculty Ranks

1. Regular Faculty Ranks

- a. Regular appointments are full-time appointments in an academic unit that is under the jurisdiction of the Provost for individuals expected to have a permanent association with the university.
- b. These are tenurable appointments, except for the rank of Instructor.
- c. Until tenure is granted, regular appointments are for one-year terms.
 - i. Non-renewal requires advance notice in accordance with CHAPTER IV D. 5.
- d. Regular appointments carry voting membership in the University Faculty.
- e. Some individuals are assigned regular faculty ranks without tenure in accordance with agreements between Clemson University and Governmental entities such as the U.S. Army and Air Force ROTC units and the South Carolina Cooperative Fish and Wildlife Research Unit.
- f. The Regular Faculty are:
 - i. Instructor rank normally requires the master's degree or equivalent, with preference given to those pursuing the terminal degree. Appointees should show promise for advancement to a higher rank. Instructors are eligible for promotion to assistant professor only if they have the qualifications for the rank of assistant professor, a position becomes available, and the department has conducted or conducts a national search for that position. Instructors not promoted by the end of the fourth year of service will receive a one-year terminal appointment. Instructor is not a tenurable rank, but three or fewer years of service in that rank may be credited toward tenure.
 - ii. Assistant Professor rank normally requires the terminal degree, but substantial progress toward the terminal degree may be acceptable. The persons appointed to this rank should show evidence of ability to meet the requirements for advancement in faculty rank.
 - iii. Associate Professor rank normally requires the terminal degree and relevant experience. Also expected is evidence of scholarly or creative accomplishment; fulfillment of service responsibilities to the department, the school, the college, and the university; and marked success in teaching, research, and/or public service, as specified in the department's TPR criteria.
 - iv. Professor rank requires the terminal degree, relevant experience, and significant scholarly or creative accomplishment. The rank of professor is granted on the basis of distinguished success in all areas of assigned responsibility in teaching, research, and/or public service, as specified in the department's TPR criteria.
 - v. Library Faculty ranks of General Librarian, Assistant Librarian, Associate Librarian, and Librarian correspond to the regular faculty ranks of Instructor, Assistant Professor, Associate Professor, and Professor. Provisions of this manual that refer to specific regular faculty ranks apply to the corresponding Library faculty ranks.

2. Special Faculty Ranks

- a. ~~Candidates for appointment to the special faculty ranks shall be recruited and evaluated as specified in departmental bylaws. If required by department bylaws, such search and screening committees are selected in accordance with departmental bylaws or, in the absence of relevant bylaws, by the departmental faculty Advisory Committee.~~ Prior to making an offer of appointment, the department chair must receive verification of the existence and

Commented [MBK2]: Change 5: Redundant with Chapter IV, Bi (Candidates for appointment to the special faculty ranks shall be recruited and evaluated as specified in departmental bylaws)

sufficiency of the funding supporting the appointment from the appropriate dean or the Provost.

- b. Conditions of appointment shall be fully detailed in the letter of appointment, including at a minimum:
 - i. The appointment rank;
 - ii. The department, school, center, or institute to which the academic appointment applies;
 - iii. Any remuneration to be paid to the special faculty member.
- c. Special faculty appointments are not tenurable and do not carry any expectation of renewal, although appointments may be renewed.
- d. Service in special faculty ranks normally does not count towards a regular faculty rank tenure probationary period.
- e. Specific procedures and standards for promotion and reappointment are set forth in each department's tenure, promotion and reappointment document.
- f. Appointment of an individual with a special faculty rank to a regular faculty rank must follow the personnel practices and procedures for appointment described in CHAPTER IV B.
- g. If the approved bylaws of the applicable unit or college specifically provide such privileges, special faculty ranks have voting and membership privileges in unit and college meetings and on unit and college committees except those restricted to regular faculty in CHAPTER VII D. 3.
- h. Special faculty ranks have voting membership privileges on university committees except those restricted to regular faculty in CHAPTER VII D. 3.
- i. The Special Faculty Ranks:
 - i. Research Faculty which include the titles of research professor, research associate professor, and research assistant professor (depending upon professional qualifications) may be granted to persons engaged in full time research who have research as their principal assignment and are supported by a variety of mechanisms (internal and external sources).
 - (1) The expectation is that 100% of salary support (including fringe benefits) is derived from grant and contract funds obtained by the research faculty member consistent with the terms of appointment.
 - ~~(2) Such appointments must be initiated by the host department(s) in accordance with departmental bylaws and approved by the dean and the Provost.~~ (3) These positions are contingent upon the availability of external funds and adequate space; positions may be terminated upon expiration of external funding per the terms of the appointment letter.
 - ~~(4) Individuals holding these positions will be subject to annual review utilizing the faculty activity system for faculty continuance.~~ (5) Initial terms of appointment, reappointment, promotion, and continuous employment when external funding is less than 100% will be based on departmental bylaws and will be contingent upon plans for and contributions to the department's undergraduate, graduate, and public service programs that interface with their research or public service activities. Terms of continuous employment when external funding is less than 100% will be based on departmental promotion and reappointment criteria, documented in the departmental tenure, promotion and reappointment document, and will be contingent upon plans for and contributions to the department's undergraduate, graduate, and public service programs that interface with their research or public service activities. Examples are participation in departmental seminars, research exposure with undergraduate and graduate students, provision for funding of graduate students, service on the graduate advisory committee, and public service activities related to the department's mission.
 - ~~(6) Distribution of indirect costs or overhead generated shall follow university policy.~~ (7) ~~These positions are not tenurable, nor shall time spent in such a position count toward~~

Commented [MBK3]: Change 2: promotion and reappointment for all special ranks are described in departmental TPR document, so move this concept to the section that applies to all special faculty. This will mean several deletions in the following. (renumber the following items)

Commented [MBK4]: Change 5: Redundant with Chapter IV, Bi (Candidates for appointment to the special faculty ranks shall be recruited and evaluated as specified in departmental bylaws)

Commented [MBK5]: Change 5: Redundant with Chapter IV, E1a (Every individual appointed to a regular or special faculty rank shall be evaluated in each year, regardless of tenure status.)

Commented [MBK6]: Change 1: Each department's search and screening committee is charged with evaluating candidates for appointment. These criteria should not in the departmental bylaws or TPR document.

Commented [MBK7]: Change 4: Reappointment and promotion criteria should be in the TPR document, not the departmental bylaws.
Change 5: Redundant with Chapter IV, Bi (Candidates for appointment to the special faculty ranks shall be recruited and evaluated as specified in departmental bylaws)

Commented [MBK8]: Change 4: Reappointment and promotion criteria should be in the TPR document, not the departmental bylaws.

Commented [MBK9]: Change 3: The Faculty Senate is not charged with creating or implementing this policy.

~~tenure automatically.~~ ii. Extension Faculty which include the titles of extension professor, extension associate professor, and extension assistant professor (depending upon professional qualifications) may be granted to persons who have extension as their assignment and are supported by a variety of internal and external sources (including PSA funding);

(1) The expectation is that 100% of salary support (including fringe benefits) is derived from grants and external funds obtained by the extension faculty member.

~~(2) The duties, terms of appointment, and salaries (if any) of such persons are specified in the appointment letter. (3) Such appointments must be initiated by the host department(s) in accordance with departmental bylaws and approved by the dean and the Provost. (4) These positions are contingent upon the availability of external funds and adequate space; positions may be terminated upon expiration of external funding per the terms of the appointment letter.~~

~~(5) Individuals holding these positions will be subject to annual review utilizing the faculty activity system for faculty continuance. (6) Initial appointment, reappointment, and promotion Continuous employment will be based on departmental promotion and reappointment criteria, documented in the departmental tenure, promotion and reappointment document, departmental bylaws and will be contingent upon plans for and contributions to the department's extension and/or public service programs.~~

~~(7) Distribution of indirect costs or overhead generated shall follow University policy.~~

~~(a) These positions are not tenurable, nor shall time spent in such a position count toward tenure.~~ iii. Clinical Faculty, which include the titles of clinical professor, clinical associate professor, clinical assistant professor, and instructor (depending upon professional qualifications) may be granted to persons of professional qualifications who perform teaching, research, service, or extension functions in a clinical environment and/or supervising students in an academic, clinical, or field settings in connection with an established program of the University.

~~(1) The duties, terms of appointment, and salaries (if any) of such persons are specific in the letter of appointment. (2) Such appointments must be initiated by the host department(s) in accordance with departmental bylaws and approved by the Dean and Provost. (3) Procedures and standards for promotion shall be specified by the unit's Tenure, Promotion, and Reappointment document. (4) These positions are not tenurable.~~ iv.

Lecturers

- (1) Lecturer, as of 15 May 2011, is assigned to persons who have teaching as their primary job assignment in cases where the assignment of regular faculty ranks is not appropriate. Individuals having initial lecturer appointments beginning after 15 May 2011 shall have no administrative duties inconsistent with those of regular faculty.
- (2) Temporary Lecturer is assigned to individuals who receive limited duration appointments. These appointments shall be for one-year or less and may be renewed.
- (3) Senior Lecturer may be attained after four full academic years of service, by a lecturer who applies for promotion to senior lecturer; equivalent experience at Clemson may be counted towards the four-year service requirement. Senior lecturers shall have no administrative duties inconsistent with those of regular faculty.
 - (a) The senior lecturer appointment is intended to recognize the efforts, contributions, and performance of lecturers who combine effective instruction with additional significant contributions to the mission of the University.
 - (b) Length of service as lecturer is, itself, not a sufficient criterion for promotion to senior lecturer. Instead, the process and criteria for promotion from lecturer to senior lecturer are determined by departments/ schools and shall be described in their TPR document.

Commented [MBK10]: Change 5: Redundant with Chapter III, D2d (Special faculty appointments are not tenurable and do not carry any expectation of renewal, although appointments may be renewed)

Commented [MBK11]: Change 5: Redundant with Chapter III, D2c (Conditions of appointment shall be fully detailed in the letter of appointment...)

Commented [MBK12]: Change 5: Redundant with Chapter IV, Bi (Candidates for appointment to the special faculty ranks shall be recruited and evaluated as specified in departmental bylaws)

Commented [MBK13]: Change 5: Redundant with Chapter IV, E1a (Every individual appointed to a regular or special faculty rank shall be evaluated in each year, regardless of tenure status.)

Commented [MBK14]: Change 1: Each department's search and screening committee is charged with evaluating candidates for appointment. These criteria should not in the departmental bylaws or TPR document.

Commented [MBK15]: Change 4: Reappointment and promotion criteria should be in the TPR document, not the departmental bylaws.

Change 5: Redundant with Chapter IV, Bi (Candidates for appointment to the special faculty ranks shall be recruited and evaluated as specified in departmental bylaws)

Commented [MBK16]: Change 4: Reappointment and promotion criteria should be in the TPR document, not the departmental bylaws.

Commented [MBK17]: Change 3: The Faculty Senate is not charged with creating or implementing this policy.

Commented [MBK18]: Change 5: Redundant with Chapter III, D2d (Special faculty appointments are not tenurable and do not carry any expectation of renewal, although appointments may be renewed)

Commented [MBK19]: Change 5: Redundant with Chapter III, D2c (Conditions of appointment shall be fully detailed in the letter of appointment...)

Commented [MBK20]: Change 5: Redundant with Chapter IV, Bi (Candidates for appointment to the special faculty ranks shall be recruited and evaluated as specified in departmental bylaws)

Commented [MBK21]: Change 5: Redundant if Change 2 accepted

Commented [MBK22]: Change 5: Redundant with Chapter III, D2d (Special faculty appointments are not tenurable and do not carry any expectation of renewal, although appointments may be renewed)

- v. The title of Professor of Practice (or “Professor of Practice of [discipline]”) designates persons eminently qualified, experienced, and distinguished in their professions, but whose career paths and experiences have not been or are not primarily in the academy.
- (1) A Professor of Practice will contribute to a department’s, school’s, or college’s academic mission by sharing professional experiences through teaching or research activities.
 - (2) This ~~non-tenurable, non-permanent~~ appointment must be approved by the home department’s TPR committee.
 - (3) The appointee’s performance must be reviewed annually by the home department’s TPR committee.
 - 4) ~~The duties, terms of appointment, and salaries of such persons will be specified in the letter of appointment, and such appointments must be initiated by the host department(s) in accordance with departmental bylaws and approved by the Dean and Provost.~~
- vi. Post-Doctoral Research Fellow denotes an appointment for special research functions, typically in connection with externally funded research projects.
- (1) The individuals appointed shall have the general qualifications for regular faculty.
 - (2) These appointments are time-limited according to funding constraints, research program needs, satisfactory performance, and if funding sources and grant conditions allow.
- vii. Part-Time Faculty are assigned less than full normal workloads in teaching, research, and/or public service may be appointed to the ranks of Instructor, Assistant Professor, Associate Professor, or Professor with the suffix, “part-time.”
- (1) Such appointments are made for one semester or one year, and are renewable. Qualifications for rank at initial appointment and for promotion are the same as for regular faculty ranks.
 - (2) These employees participate in the state retirement system, but appointments for less than three-quarters time do not carry any insurance or related fringe benefits, nor do they allow for reduced fees for enrollment in university courses.
- viii. “Visiting” Faculty denotes a temporary appointment of an individual for a term of one year or less, subject to limited renewals.
- (1) Visiting appointments are appropriate only in cases in which the association with the university is meant to be temporary and brief.
 - (2) The qualifications for visiting faculty shall be comparable to those for appointment at corresponding regular faculty rank.
- ix. ROTC Faculty are Army and Air Force personnel, nominated by their respective services, who are approved by the University for appointment to the faculty of the Reserve Officer Training Corps program.
- (1) These appointments are generally for three-year terms.
 - (2) The appropriate faculty rank is determined by the qualifications of the individual.
- x. Adjunct Faculty denotes an advisory appointment. It may be assigned to individuals with no other Clemson University faculty appointment who bring needed expertise to the teaching, research, or public service programs of the University.
- (1) The qualifications for adjunct faculty rank shall be comparable to those for appointments at corresponding regular faculty ranks.
 - (2) Adjunct appointments generally do not involve remuneration from the University; are for up to five years; are individually negotiated as to terms; and may be renewable.
 - (3) Adjunct appointments shall be limited to those making active contributions to the teaching, research, or public service programs of the University, and must be approved and reviewed by the departmental TPR committee.

Commented [MBK23]: Change 5: Redundant with Chapter III, D2d (Special faculty appointments are not tenurable and do not carry any expectation of renewal, although appointments may be renewed)

Commented [MBK24]: Change 5: Redundant with Chapter III, D2c (Conditions of appointment shall be fully detailed in the letter of appointment...)

Commented [MBK25]: Change 5: Redundant with Chapter IV, Bi (Candidates for appointment to the special faculty ranks shall be recruited and evaluated as specified in departmental bylaws)

**** No other changes in Ch III ****

CHAPTER IV PERSONNEL PRACTICES

*** No changes to A. Overview ***

B. Policies and Procedures for the Recruitment and Appointment of Faculty

1. No appointment shall be made to a regular or special faculty rank not specified in this manual.
2. Each appointment shall be subject to a peer review of the individual's qualifications by the affected department.
3. All personnel matters are confidential and a matter of trust.
4. Because the regular faculty of a department or equivalent academic unit is the primary judge of the qualifications of its members, peer evaluation is essential in recommendations for appointment, renewal of appointment, tenure, and promotion. All peer recommendations regarding any individual holding regular or special faculty rank in a department shall, therefore, originate within the regular faculty of that department.
5. Procedures for Faculty Appointments
 - a. Regular Ranks

- i. Candidates for appointment to the regular faculty shall be recruited and evaluated by a search and screening committee, created as specified in departmental bylaws, composed of members of the regular faculty and, if specified in departmental bylaws, other faculty.

(1) Search and screening committees are selected in accordance with departmental bylaws or, in the absence of relevant bylaws, by the departmental faculty advisory committee. (2) Whenever feasible, the search and screening committee should include minority group members, women, and/or individuals with disabilities.

- ii. The credentials of each applicant shall be made available to all regular departmental faculty, from whom information and recommendations regarding selection shall be solicited.
- iii. The search and screening committee shall make nominations of suitable candidates to the department chair, including recommended rank and tenure status on appointment.
- iv. The department chair shall make recommendations to the dean from the candidates nominated by the search and screening committee, indicating the degree of support of the faculty for the recommended candidates, their suggested rank, and the candidates' suggested tenure status, where appropriate. If no appointment can be made from the list of candidates, additional nominations shall be sought from the committee.
- v. In the case of proposed new appointments of regular faculty, the primary peer evaluation of candidates' qualifications is made by the appropriate TPR committee. Proposals for appointment with immediate tenure, tenure probationary periods of two years or less, and appointment at a rank higher than assistant professor must be reviewed in accordance with the department's tenure and promotion process to the extent possible given time constraints in the hiring process. At a minimum, department criteria regarding teaching, research, and service must be applied; tenure and/ or promotion at another institution be considered; and the department TPR committee, chair, Dean, and Provost must all endorse the procedure.
- vi. Transfers of tenured faculty between departments shall be reviewed by the appropriate departmental committee and a recommendation forwarded to the appropriate administrator.

b. Special Ranks

- i. Candidates for appointment to the special faculty ranks shall be recruited and evaluated as using a process specified in departmental bylaws.

(1) If required by department bylaws, such as Search and screening committees for the recruitment and evaluation of candidates for special faculty ranks are selected created in accordance with departmental bylaws or, in the absence of relevant bylaws, by the departmental faculty Advisory Committee.

Commented [MBK26]: Change 6: Increase flexibility of department's to determine how to create committees in their bylaws, TPR or PTR documents

Commented [MBK27]: Change 5: Redundant with Change 6

Commented [MBK28]: Change 12: General editorial clarification

Commented [MBK29]: Change 6: Increase flexibility of department's to determine how to create committees in their bylaws, TPR or PTR documents

ii. Additional guidance for appointment to special ranks can be found in CHAPTER III D. 2.

**** No changes to 5c. Waiver of search and screening procedures ****

**** No changes to 6. Affirmative Action Policies and Procedures for the Recruitment and Appointment of Faculty ****

**** No changes to 7. Terms of Appointment ****

Commented [MBK30]: Change 5: No longer needed due to change 6

C. Policies for Reappointment, Tenure, and Promotion

**** No changes to C1 – C3 ****

4. Promotion Policies

a. Recommendations for promotion within the regular and special faculty ranks are based upon the evaluations of a faculty member's performance and credentials by peers and administrators.

i. Promotion evaluations are based on written criteria in the Tenure, Promotion and Reappointment document established by each academic department. Nevertheless, some general attributes and experience requirements are associated with the various ranks CHAPTER III C.

b. Lecturers must document and provide evidence of their teaching performance and additional contributions/activities to the department chair/school director and department/school TPR committee for evaluation and consideration for promotion to senior lecturer.

**** No changes to D. Procedures for Reappointment, Tenure, and Promotion proposed here ****

**** No changes in E, Annual Performance Evaluation and Salary Determination Procedures ****

Commented [MBK31]: Change 7: TPR criteria are in the TPR document

F. Post-Tenure Review

1. Overview

- a. The Purpose of Post-Tenure Review (PTR) is to evaluate rigorously a faculty member's professional contributions. The review should be used to ensure that all faculty serve the needs of the students and the institution and that excellent faculty are identified and rewarded.
- b. Although the focus of PTR is on the performance of the individual since the individual's last tenure or post-tenure review, the overall contribution of the individual faculty member to Clemson University should not be neglected.
- c. PTR extends to all faculty members holding a tenured faculty position except for a faculty member planning to retire by August 15th of the same academic year in which the PTR would occur, providing that a binding letter of intent to retire is signed thereby waiving the PTR.

2. Coverage of PTR

- a. PTR occurs every five years, and is coincident with the beginning of the next five-year cycle.
 - i. The first five-year period begins at the time that tenure is granted.
 - ii. Promotion during that period does not alter the schedule for review.
 - iii. PTRs are conducted during the fall semester when one or more faculty members in a department or equivalent unit are scheduled for review.
 - iv. Periods of sick leave, sabbatical leave, or leave without pay will be excluded from this five-year period.
 - v. Faculty who give birth, father, or adopt a child during any five-year period may, at their request, receive a one-year extension of the PTR.
 - (1) The request for an extension must come within two months of the birth or adoption.
 - (2) The extension will automatically be granted unless the chair or dean can document sufficient reason for denial.
 - vi. Extension of the Post-Tenure Review period of a faculty member for serious illness, family tragedy or other special circumstances may be granted with the approval of the department chair, dean and Provost.

- b. Review of tenured academic administrators is accomplished in accordance with CHAPTER VI E. 4.
3. PTR Guidelines
- Written Post-Tenure Review Guidelines prepared by the faculty of each academic unit (approved by a majority of the faculty, the department chair, the respective dean, and the Provost) shall provide details of the PTR process. These guidelines must be incorporated into the departmental TPR document.
 - These guidelines must incorporate attention to “Best Practices for Post-Tenure Review,” Appendix F, numbers 1 through 12 of the Faculty Manual.
 - Although the details may vary from one academic unit to another or from one college to another within the university, such guidelines must be consistent with the following principles to ensure appropriate rigor:
 - The primary basis for PTR is the individual’s contributions in the areas of research and/or scholarship, teaching, and service.
 - Guidelines must be flexible enough to accommodate faculty members with different professional responsibilities.
 - PTR shall not infringe upon the accepted standards of academic freedom.
 - Sex, age, ethnicity, and other factors unrelated to an individual’s professional qualifications shall not be considered in the review process.
 - The chairperson of the academic department and the dean of the college must not be involved directly in the PTR process at the departmental level.
 - The PTR must be linked to the annual reviews.
4. PTR Committee
- A PTR committee separate from the regular Tenure, Promotion, and Reappointment committee, will be constituted in accordance with departmental bylaws Post-Tenure Review Guidelines whenever any faculty member is scheduled for regular review or in a period of PTR remediation.
 - Only tenured regular faculty members are eligible for election to membership on the PTR committee.
 - The size of the committee may vary from one academic unit to another; however, the committee must have a minimum of three members.
 - In cases in which the department does not have enough tenured regular faculty members to constitute a PTR committee, the departmental Tenure, Promotion, and Reappointment committee will elect regular faculty members from other departments who are qualified to serve on the PTR committee.
 - Faculty members subject to Part II of PTR will be recused from participating in this second stage process.
 - The PTR committee will elect its own chair.
5. Part I, Post-Tenure Review
- The PTR committee reviews the ratings received on the most recent available series of five years of annual performance reviews, as specified in the “Best Practices for Post-Tenure Review”. Merit salary increments are based on these annual performance reviews, as is consistent with the “Best Practices for Post-Tenure Review” located in Appendix E.
 - All tenured faculty members receiving no more than one (of five) annual performance rating of “fair,” “marginal,” or “unsatisfactory” in Part I of the Post Tenure Review process receive a Post-Tenure Review rating of “satisfactory.” These faculty members are thereby exempt from Part II of Post-Tenure Review.
 - All tenured faculty members receiving two or more annual performance ratings of “fair,” “marginal,” or “unsatisfactory” will be reviewed under Part II of PTR.
6. Part II, Post-Tenure Review

Commented [MBK32]: Change 9: PTR criteria are in the TPR document, so the approvals should be the same as the TPR document

Commented [MBK33]: Change 8: Remove requirement for separate PTR and TPR committees

Commented [MBK34]: Change 9: PTR guidelines are not in bylaws, but in the PTR document

Commented [MBK35]: Change 10: inconsistent with sentence above

- a. In order to ensure adequate external representation in the Part II PTR process, departments must choose exactly ONE of these options in drafting departmental personnel policy procedures the departmental PTR guidelines:
- Utilize reference letters submitted from outside the department on each individual under review,
 - Add to the PTR committee a faculty member or professional equivalent from outside the department nominated and elected~~selected~~ according to departmental bylaws~~PTR guidelines~~, or
 - Allow each faculty member under review the option of either having external letters solicited or incorporating the external committee member in the review process.
- b. The faculty member undergoing Part II of PTR must provide, at a minimum, the following documents to the PTR committee and the department chair:
- A recent copy of the curriculum vita (paper or electronic);
 - A summary of student assessment of instruction for the last 5 years including a summary of statistical ratings from student assessments of instruction (if appropriate to the individual's duties);
 - A plan for continued professional growth;
 - Detailed information about the outcomes of any sabbatical leave awarded during the preceding five years;
 - If required by departmental PTR documents, the names of six referees outside the department whom the PTR committee could contact for references.
- c. The chair of the academic unit must provide the PTR committee with copies of the faculty member's annual performance reviews covering the preceding five years.
- d. The role and function of each faculty member, as well as the strength of the overall record, will be examined by the PTR committee.
- e. If provided in departmental bylaws~~If the person subject to PTR Part II requires external reference letters~~, the PTR committee is required to obtain a minimum of four reference letters of which at least two must come from the list of six submitted by the faculty member.
- f. The PTR committee will provide a written report to the faculty member. The faculty member should be given at least two weeks to provide a response to the committee. Both the committee's initial report and the response of the faculty member will be given to the dean of the academic unit.
- g. The department chair will submit an independent written report to the faculty member who will then have two weeks to provide a response. The chair's original report and the faculty member's response will be forwarded to the college dean.
- h. The ratings of either Satisfactory or Unsatisfactory will be used in all stages of the review by the PTR committee and the chair.
- If both the PTR committee and the chair, or either the PTR committee or the chair, rates the candidate as satisfactory, the candidate's final rating shall be satisfactory.
 - If the candidate's final rating is satisfactory, the dean will forward that information to the Provost in summary form without appending any candidate materials.
 - If both the PTR Committee and the Chair rate the candidate as unsatisfactory, the candidate's final rating shall be unsatisfactory.
 - If the candidate's final rating is unsatisfactory, the dean will forward all materials to the Provost.
 - Remediation must occur when individuals receive a rating of Unsatisfactory so there is time to correct deficiencies detailed in the PTR reports.
 - The chair in consultation with the PTR committee and the faculty member will provide a list of specific goals and measurable outcomes the faculty member should achieve in each of the next three calendar years following the date of formal notification of the unsatisfactory outcome.

Commented [MBK36]: Change 12: General editorial clarification

Commented [MBK37]: Change 9: PTR guidelines are not in departmental personnel policy, but in the PTR document

Commented [MBK38]: Change 6: Increase flexibility of department's to determine how to create committees in their bylaws or PTR or TPR documents, by allowing either election or appointment

Commented [MBK39]: Change 9: PTR procedures are not in bylaws, but in the PTR document

Commented [MBK40]: Change 9: PTR procedures are not in bylaws, but in the PTR document, so this statement was incorrect

- (4) The University will provide reasonable resources (as identified in the PTR reports and as approved by the chair and the dean) to meet the deficiencies.
- (5) The chair will meet at least twice annually with the faculty member to review progress.
- (6) The faculty member will be reviewed each year by the PTR committee and the chair, both of whom shall supply written evaluations.
- (7) At the end of the three-year period, another post-tenure review will be conducted.
- (8) If the outcome is again Unsatisfactory, the faculty member will be subject to dismissal for unsatisfactory performance.
 - (a) Dismissal for Unsatisfactory Professional Performance, when recommended, will be subject to the rules and regulations outlined in CHAPTER IV F. 6. h.ii(9)
- (9) If the review is Satisfactory, then the normal five-year annual performance review cycle will resume.

**** No changes in G. Resignation, Termination, and Dismissal ****

CHAPTER VII FACULTY PARTICIPATION IN UNIVERSITY GOVERNANCE

**** No changes in A -K ****

L. Faculty Participation in Departmental Governance

**** No changes in LI-L4 ****

5. Standing faculty Advisory Committee

- a. Each department ~~or equivalent unit~~ shall ~~have establish~~ a standing advisory committee of regular faculty members, chaired by the department chair, the composition and membership of which shall be approved by the regular faculty of the departments specified in the department bylaws.
- b. In small departments, the faculty may elect to have the entire regular faculty serve as the advisory committee.
- c. This committee shall advise the chair on matters which the chair brings to it.

6. Other departmental committees

- a. If ~~approved by the department chair and the departmental Faculty~~ provided for in departmental bylaws, other standing committees may be established.
- b. These committees shall forward recommendations to the chair and report to the departmental faculty at regular intervals.
- c. Ad Hoc committees may be established at the department chair's discretion.
- d. All departmental committees must be established in ways consistent with college bylaws and with the Faculty Manual.

7. Membership on departmental committees need not be confined to regular faculty except as noted in CHAPTER VII D. 3. of the Faculty Manual; Faculty, special faculty, student and/or staff representation shall be provided for wherever appropriate.

- a. Each department shall elect representatives to the college curriculum and other committees in accordance with procedures established in the college bylaws.

Commented [MBK41]: Change 12: General editorial clarification

Commented [MBK42]: Change 10: Removing "regular" eliminates an inconsistency with Ch VII D3, which lists the university and college bodies which are restricted to regular faculty

Commented [MBK43]: Change 11: Standing committees other than TPR and PTR should be in bylaws.

Commented [MBK44]: Change 6: Increase flexibility of department's to determine how to create committees in their bylaws or PTR or TPR documents, by allowing either election or appointment

Commented [MBK45]: Change 11: Standing committees other than TPR and PTR should be in bylaws.

Welfare Committee consideration: February 2019

Staff Senate Executive Committee Approved: March 2019

Staff Senate Adoption: March 12, 2019

Faculty Senate consideration: March 2019

Topic: “Creation of Clemson University Club, for Faculty and Staff”

Whereas, Clemson faculty recently identified “facilities and resources” as one of the top 5 ways to improve the workplace at Clemson University in the 2018 COACHE survey; and

Whereas, a space dedicated to faculty and staff encompasses the four pillars of ClemsonForward: Research, Engagement, the Academic Core and the Living Environment; and

Whereas, Clemson University does not have a dedicated space for faculty and staff that will facilitate research collaborations within and across departments; and

Whereas, a dedicated space will serve the needs of groups looking to hold small academic gatherings on campus, thus improving engagement across disciplines and fields; and

Whereas, a dedicated space for collaboration in support of the academic core will encourage opportunities for faculty and staff to create integrated teaching and learning opportunities; and

Whereas, a dedicated space would be a place to bring campus visitors and seminar speakers, will help with recruitment and retention as well as increase morale by highlighting the quality of working and living in Clemson; and

Whereas, the creation of dedicated space for faculty and staff has strong support from the University Staff Senate President; and

Whereas, while the Deans of the College of Business and Libraries have committed to supporting a short-term initiative that facilitates research collaboration and faculty and staff engagement, including two physical spaces, there is no long-term solution for a physical space to house a University Club; and

Whereas, the Campus Master Planner, has committed to support the short-term allocation of a dedicated space for a University Club in Sirrine Hall, as well as support for efforts to establish a permanent University Club in the Long-Range Framework plan; and it is

Resolved, that Clemson University should have a University Club for faculty and staff.

This resolution will become effective upon approval by the majority of the Faculty and Staff Senates.

Bylaws subcommittee: November 14, 2018
Faculty Senate consideration: March 12, 2019

BYLAWS OF THE CLEMSON UNIVERSITY FACULTY SENATE

ARTICLE I

Name

The name of this assembly will be the Faculty Senate as outlined by Article II of the Constitution of the Faculty of Clemson University.

ARTICLE II

Object

The Faculty Senate is the representative assembly of the faculty. It represents the faculty of Clemson University in its relationship with the university administration; recommends new policies or changes in existing policies to the Executive Vice President for Academic Affairs and Provost; and promotes the welfare of the faculty and of its individual members. Specifically, the Faculty Senate acts:

- 1. to review and recommend academic policies, procedures, and practices at the university level;*
- 2. to preserve collective and individual faculty prerogatives as they are set forth in established university policies and procedures;*
- 3. to make recommendations on matters affecting faculty welfare;*
- 4. to provide good offices for the redress of faculty grievances; to articulate and promulgate faculty positions on issues of general concern within the university;*
- 5. to maintain liaison with the faculties of other colleges and universities on matters of common concern.¹*

ARTICLE III

Membership

Section 1. Membership. *As a rule, there will be thirty-five members of the Faculty Senate.²*

Section 2. Duties and Responsibilities. The primary duties of senators are to promote and support the mission of the Faculty Constitution, abide by the policies and decisions of the Senate, advocate the policy positions of the Faculty Senate at all university governance levels, communicate with constituents, and recommend and assist in recruiting prospective Faculty Senators. Senators also serve as liaisons from the Faculty Senate to the University by attending events of importance to the mission of the Faculty Senate and developing and maintaining a working knowledge of the Faculty Senate, its programs, and current issues of higher education in general and Clemson University in particular. Senators serve on committees and/or task forces voluntarily or as requested. Senators are expected to prepare for each Senate meeting by reviewing meeting materials and formulating questions and responses to issues as well as attending meetings regularly (absence from two [2] regularly-scheduled Senate meetings during

¹ Constitution of Clemson University, Article II, Section 1

² Constitution of Clemson University, Article II, Section 2

1 the Senate year [April to March], without prior notice, may be grounds of dismissal from Senate
2 membership). Senators unable to attend should notify the Senate Office and work with their Lead
3 Senator to identify an alternate to attend and participate as their proxy.

4
5 Section 3. Membership Eligibility. *Any member of the Faculty may be eligible for membership*
6 *on the Faculty Senate, except Department Chairs, School Directors, Deans, the Executive Vice*
7 *President for Academic Affairs and Provost, Associate Provosts, Vice Presidents, the University*
8 *President, and others with primarily administrative duties.*³

9
10 Section 4. Senate Seat Allocation. *Senate seats will be allocated according to the ratio of the*
11 *number of members of the Faculty in a college to the total number of members of the Faculty in*
12 *the university. Each college will have as many seats as are in the nearest whole number when its*
13 *ratio is multiplied by thirty-five, provided each college has at least one representative. For the*
14 *purposes of this calculation, the Library is considered a college. If the total number of seats*
15 *allocated thus far is less than thirty-five, the remaining seats are allocated to the colleges with*
16 *the larger fractions until there is a total of thirty-five members. If this formula produces an exact*
17 *tie for a seat, each college involved will be awarded a seat. The Faculty Senate President will*
18 *obtain a new allocation from the Chairperson of the Faculty during February of every odd-*
19 *numbered year after the most recent allocation. This allocation will be given to the dean of each*
20 *college in time for the March election and will control the numbers elected to the Faculty Senate*
21 *at that time. If one or more members are gained, the collegiate faculty may designate new seats*
22 *to have terms of less than three years to balance the terms within the College Delegation. If one*
23 *member is lost in the new allocation, one fewer member will be elected to the Faculty Senate at*
24 *that election. If the new allocation results in the loss of one or more members whose terms have*
25 *not expired, the membership of the Senate will be temporarily enlarged to accommodate the new*
26 *allocation. New allocations will be based on the number of members of the Faculty at the*
27 *beginning of the fall semester.*⁴

28
29 Section 5. Alternates. *Each college, except the Library, shall elect two alternates on a yearly*
30 *basis; the Library shall elect one*⁵. These faculty members will have the same membership
31 eligibility described in Section 3 of this Article. These proxies will serve as substitutes for
32 specific absent Senators from the same college, with the same status as a full member at any
33 senate meeting, and vote in their absence. *Alternates may twice succeed themselves*⁶.

34
35 Section 6. Resignation from Membership. Resignation letters are sent to the College Delegation,
36 the official responsible for College elections, the Lead Senator of the College, and the Secretary
37 of the Faculty Senate. Upon receipt of the letter, the Lead Senator will facilitate the College's
38 process of selecting an Alternate to complete the resigning member's term.

39
40 Section 7. Senator Recall.

41 a. By the College. The College submits a notice of recall signed by a majority of eligible voting
42 faculty to the Lead Senator and the Secretary of the Faculty Senate. Upon receipt of the recall
43 notice, the Lead Senator will facilitate the College's process of selecting an Alternate to
44 complete the recalled member's term.

³ Constitution of Clemson University, Article II, Section 2

⁴ Constitution of Clemson University, Article II, Section 2

⁵ Constitution of Clemson University, Article II, Section 2

⁶ Constitution of Clemson University, Article II, Section 2

1 b. By the Faculty Senate. A recall recommendation can be sent to the College Delegation from
2 the Faculty Senate Advisory Committee with two-thirds of the committee voting in favor of the
3 recall. Upon receipt of the recommendation, the majority of eligible voting faculty must vote in
4 favor of the recall.

6 ARTICLE IV

7 Meetings

8
9 Section 1. Regular Meetings. *The date and time of the regular monthly meetings of the Faculty*
10 *Senate will be determined by the Advisory Committee. The schedule of the meetings for the year*
11 *will be announced no later than the first day of May through appropriate communications.*
12 *Except for executive sessions, all meetings of the Faculty Senate will be open to any member of*
13 *the public. Any member of the faculty may present concerns to the Senate for the Senate's*
14 *consideration, provided the faculty member notifies the Faculty Senate President or designee at*
15 *least one week prior to the Senate meeting. Visitors may be invited by a member of the Advisory*
16 *Committee to participate in any specific discussion.*⁷

17
18 Section 2. Agenda. The call to meeting and agenda will be distributed no later than seven
19 calendar days prior to any regular Faculty Senate meeting. When setting the agenda, the
20 Secretary is responsible for scheduling any member of the faculty who wishes to present
21 concerns to the Faculty Senate during an identified Free Speech period.

22 Section 3. Standing Agenda:

23 Call to Order

24 1. Reports

- 25 a. Provost
- 26 b. Standing Committees (3 minutes each)
- 27 c. Temporary Committees (3 minutes each)
- 28 d. University Committees (3 minutes each)
- 29 e. Special Reports (3 minutes each)
- 30 f. President of the Faculty Senate

31 2. Unfinished Business

32 3. New Business

33 Adjourn

34
35
36 Section 4. Special Meetings. With the approval of a majority of the Advisory Committee, special
37 meetings of the Faculty Senate may be called at any time by the Faculty Senate President or by
38 written petition by at least one-third of the Senate.

39
40 Section 5. Quorum. *Two-thirds of the membership of the Faculty Senate will be the quorum for*
41 *the transaction of all business.*⁸

42 ARTICLE V

43 Officers

44
45

⁷ Constitution of Clemson University, Article II, Section 4

⁸ Constitution of Clemson University, Article II, Section 4

1 Section 1. Officers and Duties. *The officers of the Faculty Senate will be the President, the Vice*
2 *President, who will be the President-Elect, and the Secretary.*⁹ These officers will perform the
3 duties prescribed by these bylaws and by the parliamentary authority adopted by the Faculty
4 Senate.

5
6 Section 2. Nomination Procedure and Time of Elections. The Advisory Committee will submit to
7 the Senate no less than two nominees for President-elect and Secretary by the February meeting
8 of the Advisory Committee.

9
10 Section 3. Ballot Election and Term of Office. Election of officers will be by secret ballot, with a
11 simple majority required for election. The Vice President and the Secretary will be elected at the
12 regular meeting of the Faculty Senate in March of each year. The retiring officers will serve at
13 the April meeting of the Faculty Senate through the completion of Unfinished Business, or until
14 their successor takes office. The retiring President will give the Senate report at the subsequent
15 meeting of the Faculty.

16
17 Section 4. Office Holding Limitations. Candidates for election to office must be current members
18 of the Faculty Senate.

19
20 Section 5. Removal from Office. *To recall an officer, a petition signed by no less than two-thirds*
21 *of the elected members of the Senate shall be required.*¹⁰ This request should be submitted
22 electronically to the Faculty Senate Office.

23 24 25 ARTICLE VI 26 College Delegation

27
28 Section 1. Membership. The College Delegation is comprised of Senators, Delegates and
29 Alternates.

30
31 Section 2. Membership Eligibility. Membership is by official election or selection as outlined in
32 Articles III and VIII.

33
34 Section 3. Duties to Constituents. The Delegation represents their constituents to the Senate,
35 College Dean, College administration, and the University administration.

36
37 Section 4. Duties to the Senate. The Delegation within each College elects two senators from
38 their Delegation to serve on the Faculty Senate Advisory Committee and communicates this list
39 to the senate office before the April meeting of the Advisory Committee. Each Delegation also
40 nominates at least one current senator to serve as Lead Senator and sends this slate of nominees
41 to the senate office no later than the first day of April of each year.

42 43 44 ARTICLE VII 45 Lead Senators

46

⁹ Constitution of Clemson University, Article II, Section 3

¹⁰ Constitution of Clemson University, Article II, Section 3

1 Section 1. Membership. The Faculty Senate will confer the title of "Lead Senator" on one
2 Senator from each College.

3
4 Section 2. Duties to Constituents. The primary duties of Lead Senators are to communicate with
5 their constituents on a regular basis and represent their constituents in regular meetings with
6 College administration. Lead Senators facilitate regular meetings and conversations of their
7 College Delegation with their respective Dean and College administrators to address issues and
8 concerns. Lead Senators are a resource for College administration in support of shared
9 governance. Lead Senators ensure their College holds senate elections in accordance with the
10 Constitution and facilitates communicating these election results to the Faculty Senate office no
11 later than March 31.

12
13 Section 3. Duties to Faculty Senate. In absence of alternative College bylaw language, Lead
14 Senators facilitate College-wide elections. Lead Senators are encouraged to bring issues and
15 concerns to the attention of the Faculty Senate Advisory Committee during regular meetings of
16 this committee.

17
18 Section 4. Nomination Procedure. Time of Elections. Members of College Delegations, serving
19 as an Advisory Committee representation from their College, nominate one or more current
20 senators to serve as Lead Senator of their College. The College Delegation will send this
21 nomination list to the Faculty Senate office no later than April 1.

22
23 Section 5. Appointment and Term of Office. The Faculty Senate Advisory Committee will
24 appoint one Lead Senator for each College Delegation from among the senators nominated. Lead
25 Senator appointments will take place during the April Advisory Committee meeting. The Lead
26 Senator is appointed for a one-year renewable term or until a successor is elected.

27
28 Section 6. Resignation from Membership. Resignation letters are sent to the College Delegation
29 and the Secretary of the Faculty Senate. Upon receipt of the letter, the Delegation will conduct
30 nomination procedures.

31
32 Section 7. Lead Senator Recall.

33 a. By the College Delegation. The College Delegation submits a notice of recall to the
34 Lead Senator and the Secretary of the Faculty Senate. The College Delegation will
35 immediately conduct nomination procedures.

36 b. By the Faculty Senate. A recall recommendation can be sent to the College Delegation
37 from the Faculty Senate Advisory Committee with two-thirds of the committee voting
38 in favor of the recall.

39
40 ARTICLE VIII
41 Delegates
42

43 Section 1. Membership. There shall be at most fifteen members of the Convention of Delegates.

44
45 Section 2. Membership Eligibility. Delegates will be comprised of special rank faculty except
46 adjunct faculty, temporary lecturers, visiting lecturers, and postdoctoral researchers.

47
48 Section 3. Duties and Responsibilities. The primary duties of delegates are to promote and
49 support the mission of the Faculty Constitution of the Clemson University faculty, abide by the

1 policies and decisions of the Faculty Senate, advocate the policy positions of the Faculty Senate
2 at all University shared governance levels, communicate with constituents, recommend and
3 assist in recruiting prospective delegates, and develop and maintain a working knowledge of the
4 current issues of higher education in general and Clemson University in particular. In addition,
5 each College Delegation will name one Lead Delegate who is expected to attend, or designate
6 another delegate to attend, all monthly Faculty Senate meetings. Delegates are also expected to
7 prepare for each Convention of the Delegates by reviewing meeting materials and formulating
8 questions and responses to issues as well as attend meetings regularly.

9
10 Section 4. Election and Term of Office. The College Delegation has the authority to decide the
11 mechanism by which the delegate seats are filled and will notify the Faculty Senate of the
12 delegate representatives by May 15. Delegates serve one-year renewable terms, beginning
13 August 1. Delegate seats will be allocated to the ratio of the number of eligible persons in a
14 college to the total number of members in the university. Each college will have as many seats as
15 are in the nearest whole number when its ratio is multiplied by fifteen, provided each college has
16 at least one seat. For the purposes of this calculation, the Library is considered a college. If the
17 total number of seats allocated thus far is less than fifteen, the remaining seats are allocated to
18 the colleges with the larger fractions until there is a total of fifteen members. If this formation
19 produces an exact tie for a seat, each college involved will be awarded a seat. The Faculty Senate
20 President will obtain a new allocation from the Chairperson of the Faculty during February of
21 every odd-numbered year after the most recent allocation. This allocation will be given to the
22 Lead Senator of each college in time for the annual selection process and will control the
23 numbers selected for the Convention of Delegates at that time. New allocations will be based on
24 the number of members of the eligible faculty at the beginning of the fall semester.

25
26 Section 5. Resignation from Membership. Resignation letters are sent to the College Delegation
27 and the Secretary of the Faculty Senate. Upon receipt of the letter, the Delegation will conduct
28 nomination procedures.

29
30 Section 6. Removal. The College Delegation submits a notice of recall to the Faculty Senate
31 Secretary. The College Delegation will immediately conduct nomination procedures for
32 replacement.

33 34 ARTICLE IX 35 Convention of the Delegates 36

37 Section 1. Purpose. The purpose of the Convention of the Delegates is to serve as a forum for
38 shared governance, specifically special faculty.

39
40 Section 2. Regular Meetings. Convention meetings will be held at least once each long semester.
41 The schedule of the meetings for the year will be announced no later than the first day of May.

42
43 Section 3. Membership. The Convention of Delegates will be comprised of all senate delegates.
44 The Faculty Senate Vice President will serve as Chair and will deliver a report to the Faculty
45 Senate Executive Committee after every convention.

46
47 Section 4. Standing Agenda. The agenda for each convention will be finalized by the Secretary
48 of the Faculty Senate and distributed no later than seven calendar days prior to the date on which
49 the Convention is to be held.

1
2 Section 5. Special Meetings. With the approval of a majority of delegates, special meetings of
3 the Convention of Delegates may be called at any time by the Faculty Senate Vice President, or
4 by written petition by at least one-third of the delegates.
5

6 Section 6. Quorum. Two-thirds of the membership of the Convention of Delegates will be the
7 quorum for the transaction of all business.
8

9 ARTICLE X 10 Committees 11

12 *Section 1. The Executive Committee. The Executive Committee shall consist of the Officers of the*
13 *Faculty Senate and the chairpersons of the standing committees and the Finance Committee. The*
14 *Faculty Senate President will be Chair of this committee.*
15

16 *Section 2. The Advisory Committee. The Advisory Committee shall be composed of the officers of*
17 *the Faculty Senate, a Senator from the Library, two members from each College elected by the*
18 *Delegation of that College prior to the April meeting, the Immediate-Past Faculty Senate*
19 *President and the Faculty Representative to the Board of Trustees (both of whom will serve in a*
20 *non-voting capacity and be excluded from serving on grievance hearings). The Faculty Senate*
21 *President will be the Chair of this committee. It will be the function of this committee to advise*
22 *the Faculty Senate President and to serve as the nominating committee for the Faculty Senate. In*
23 *no case will nominations by the Advisory Committee preclude nominations from the Senate floor.*
24 *The Advisory Committee will appoint the members of the other standing committees and any*
25 *special committees and will designate the chairpersons thereof.*
26

27 *Section 3. The Welfare Committee. The Welfare Committee will make recommendations*
28 *concerning such policies as relate to: workloads, extra-curricular assignments, summer*
29 *employment, non-university employment, salaries, leaves of absence, sabbatical leaves,*
30 *professional travel, retirement, and such other policies as affect faculty welfare and morale.*
31

32 *Section 4. The Scholastic Policies Committee. The Scholastic Policies Committee will be*
33 *concerned with all policies of an academic nature which pertain to students. Such policies*
34 *include recruitment, admissions, transfer credit, class standing requirements, academic honors*
35 *policies, graduation requirements, class attendance regulations, student counseling and*
36 *placement, and other related policies.*
37

38 *Section 5. The Research Committee. The Research Committee will study and make*
39 *recommendation on policies, procedures, and practices primarily related to research.*
40

41 *Section 6. The Policy Committee. The Policy Committee will concern itself with general*
42 *university policies, particularly as they relate to the Faculty. Such policies include those which*
43 *pertain to: academic freedom and responsibility; faculty professional ethics; the appointment,*
44 *tenure, and promotion of faculty; and faculty participation in university governance. Other*
45 *matters of particular faculty interest, which are not within the purview of the other standing*
46 *committees and which are not of such a specialized nature as to justify ad hoc committees, would*
47 *normally be referred to the Policy Committee.*
48

1 *Section 7. Finance Committee. The Finance Committee investigates and reports to the Faculty*
2 *Senate relevant financial matters of the University.*¹¹

3
4 Section 8. Committee Operations. Recommendations originating in a committee that require
5 further consideration by another committee shall be reported, with the method of consensus, to
6 the President of the Faculty Senate at an Executive Committee meeting. The President, in
7 consultation with the Executive Committee, will distribute the recommendations to the
8 appropriate committee for further action.

9
10 Recommendations originating in a committee that require action by the Faculty Senate shall be
11 reported, with the method of consensus, to the President of the Faculty Senate at an Executive
12 Committee meeting. The President, in consultation with the Executive Committee, will distribute
13 the recommendations to the Advisory Committee for feedback.

14
15 ARTICLE XI
16 Parliamentary Authority

17
18 The rules contained in the current edition of Robert's Rules of Order Newly Revised will govern
19 the Faculty Senate in all cases to which they are applicable and in which they are not inconsistent
20 with these bylaws and any special rules of order the assembly may adopt.

21
22 ARTICLE XII
23 Amendment of Bylaws

24
25 These bylaws may be amended at any regular meeting of the assembly by a two-thirds vote,
26 providing that the amendment has been submitted in writing at the previous regular meeting.
27 Changes to the bylaws cannot supersede the Constitution.

¹¹ Constitution of Clemson University, Article II, Section 5