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New York University
Robert F. Wagner Graduate School of Public Service
Governance Bylaws (“Wagner Governance Bylaws”)

May 24, 2016

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Section I - Statement of Purpose

11 The purpose of the Wagner Governance Bylaws is to describe the roles and responsibilities of
12 the faculty and the dean of the Robert F. Wagner Graduate School of Public Service (Wagner
13 School), specify voting privileges of members of the Wagner School community, establish
14 standing committees and methods of their appointment, and establish other rules and procedures
15 for governance of the Wagner School. The goal and intent of these bylaws is to provide a
16 framework for the effective management and governance of the Wagner School and to facilitate
17 the school in carrying out its mission.¹

18
19 The Wagner Governance Bylaws and associated documents referenced here including the
20 Wagner Promotion and Tenure Standards and Procedures and the Appointment, Reappointment,
21 and Promotion Standards and Procedures for Full-time Continuing Contract Faculty,
22 supplements NYU policies applicable to faculty as cited in the Faculty Handbook. If any part of
23 this document is inconsistent with NYU policies, the NYU policies then in effect will control.
24 As with all NYU and Wagner policies, this document is subject to change, and the policies in
25 effect at the time of an action will apply to that action.
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Section II – Roles and Responsibilities

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A. The Faculty

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1. Members

33 The faculty of the Wagner School comprises its Tenured/Tenure Track Faculty, Full-Time Non-
34 Tenure Track/Contract Faculty, Other Faculty, Faculty with Cross-appointments, and Ex Officio
35 Members, as more fully described below:

¹ The Faculty Bylaws are subject to the bylaws of the University (the “University Bylaws”) [<https://www.nyu.edu/content/dam/nyu/generalCounsel/documents/University%20Bylaws%20Effective%202012-9-2015.pdf>] and University policies and procedures (the “University Policies”) [<http://www.nyu.edu/about/policies-guidelines-compliance.html>], including but not limited to those set forth in the Faculty Handbook [<http://www.nyu.edu/faculty/governance-policies-and-procedures/faculty-handbook.html>]. Where there is a conflict between the Faculty Bylaws and the University Bylaws or University Policies, University Bylaws and University Policies control.

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2 “Tenured/Tenure Track Faculty” consists of Professors, Associate Professors, and Assistant
3 Professors who have full-time appointments at the University (which includes such faculty
4 on sabbatical and leave) and either have been awarded permanent tenure, or are eligible to be
5 considered for permanent or continuous tenure, in accordance with University procedures for
6 the awarding of such tenure;
7

8 “Full-Time Continuing Contract Faculty” consists of faculty who are not Tenured/Tenure
9 Track Faculty and who have full-time appointments at the University, have titles or
10 appointments that do not prohibit indefinite contract renewals (although promotion within the
11 appointment category, such as from assistant to associate, may be required for renewal), and
12 are not visiting faculty (including persons who have tenure or are on the tenure track at
13 another institution and persons who are on leave from another institution or a company).
14

15 “Other Faculty” consists of faculty who are not Tenured/Tenure Track Faculty or Continuing
16 Contract Faculty, and may include emeritus faculty, adjunct and other part-time faculty,
17 faculty whose titles or appointments prohibit indefinite contract renewals, temporary faculty,
18 visiting faculty, instructors, and full-time researchers while they maintain a secondary faculty
19 title.
20

21 “Faculty with Cross-appointments” are Tenured/Tenure Track Faculty at the University
22 whose primary academic home is another school or institute of the University, but who have
23 a Joint, Associated, or Affiliated appointment at Wagner that was approved by vote of the
24 faculty pursuant to procedures described below subject to the approval of the Provost.
25 Faculty with Cross-appointments may participate in Wagner’s degree programs and may
26 have certain formal obligations to Wagner on the basis of their cross faculty designation,
27 consistent with University practice.
28

29 “Ex Officio Members” of each faculty (and any subset of them) consists of the President and
30 Chancellor of the University (the “President”); the Provost of the University (the “Provost”);
31 the Dean of the Wagner School (the “Dean”); and a deputy, senior, or vice provost liaison
32 who has pertinent academic responsibilities as selected by the Provost.
33

34 **2. Responsibilities**

35

36 Subject to the approval of the University Board of Trustees and to University Bylaws and
37 Policies, it is the duty of Wagner Tenured/Tenure Track and Continuing Contract Faculty to
38 determine entrance requirements for Wagner degree programs, to determine courses of study to
39 be pursued and the standards of academic achievement to be attained for each degree offered, to
40 prepare a schedule of courses, to make and enforce rules for the guidance and conduct of the
41 students, and to certify to the President for recommendation to the Board of Trustees if required,
42 qualified candidates for degrees and certificates. Except where otherwise stipulated, the power
43 of suspending or dismissing a student is lodged with the faculty of the school, but the President
44 or the Dean, or their respective representatives, may suspend a student pending consideration of
45 his or her case by his or her faculty.
46

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2 **B. The Dean**
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4 As provided in University Bylaws 74 (a) and (b), the Dean shall be the administrative head of the
5 faculty and shall be responsible for carrying out the policies of the university. He or she shall
6 preside at meetings of the faculty and shall supervise the work of the faculty. He or she shall
7 make recommendations to the President for the appointment, promotion, dismissal, and
8 retirement of faculty and administration of the faculty.
9

10 The Dean shall execute such rules as the faculty may from time to time adopt, and in general
11 administer the affairs of the school subject to the direction of the President, the rules of the
12 faculty, and University Bylaws. He or she shall submit at the time requested each year a
13 proposed budget of anticipated income and expenses for the ensuing year, including
14 recommendations with respect to the rank and salaries of faculty and administration school
15

16 As provided in Section 74(c) of the University Bylaws, the Dean shall have authority, as
17 assigned by the President or Provost, to appoint a vice dean, associate dean, assistant dean, or
18 director as he or she determines is necessary for the effective management and operation of the
19 Wagner School.
20

21 **Section III - Faculty Meetings, Attendance, and Voting Privileges; Faculty**
22 **Assembly**
23

24 Notwithstanding the practices and procedures set forth in this Section III, Tenured/Tenure Track
25 Faculty and Continuing Contract Faculty shall have any and all rights set forth in the University
26 Bylaws related to faculty meetings, attendance, voting privileges and assembly.
27

28 **A. Faculty Meeting Schedule and Chair**
29

30 Joint meetings of the Tenured/Tenure Track Faculty and the Continuing Contract Faculty shall
31 be held periodically during the academic year, with a goal of at least four meetings per year. The
32 meetings shall be held upon a schedule determined by the Dean, with appropriate notice to the
33 faculty and input from the faculty and the Faculty Advisory Committee on the contents of the
34 agenda. Joint meetings of the Tenured/Tenured Track Faculty and Continuing Contract Faculty
35 shall be chaired by the Dean, or in the absence of the Dean by a faculty member designated by
36 the Dean. If business exists at the joint faculty meeting where one faculty group cannot
37 participate, such business will be conducted in a session closed to that particular group.
38

39 Special meetings of the faculty may also be called by the Dean or by a petition of at least seven
40 faculty members with voting privileges as specified below, with due notice to the faculty of at
41 least seven days.
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2 **B. Faculty Meeting Voting, Attendance and Speaking Privileges.**
3

4 1. Voting and Provisions on a Quorum
5

6 In cases where formal action by the faculty is required, at least a 50% of active faculty members
7 entitled to vote shall constitute a quorum. In determining the number of active faculty members,
8 members who are on sabbatical or on leave shall not be included unless they are present (in
9 which case they shall be counted in both the numerator and the denominator). Faculty members
10 may participate in a meeting by means of conference telephone or similar communications
11 equipment provided that all persons participating in the meeting can hear each other, and
12 participation by such means shall constitute presence in person at such meeting. Voting by
13 proxy shall be permitted.
14

15
16 2. Attendance and Speaking Privileges at Faculty Meetings
17

18 a. General Rule
19

20 In the case of joint meetings of the Tenured/Tenure Track Faculty and the Continuing
21 Contract Faculty, the Tenured/Tenure Track Faculty, Continuing Contract Faculty, and
22 Faculty with joint appointments at Wagner can attend, speak, and vote (and in the case of
23 other faculty meetings, the relevant faculty can attend, speak and vote), except as described
24 below.
25

26 b. Other Faculty
27

28 Other Faculty may be invited by the Dean to attend and speak at certain faculty meetings, as
29 deemed appropriate by the Dean, but may not vote on any matter except with the unanimous
30 of those authorized to vote.
31

32 c. Faculty with Associated and Affiliated Appointments
33

34 Faculty with associated and affiliated appointments at Wagner may be invited by the Dean
35 to attend and speak at certain faculty meetings, as deemed appropriate by the Dean, but may
36 not vote on any matter except with the unanimous consent of those authorized to vote.
37

38 d. Other Limitations on Attendance and Voting
39

40 Notwithstanding the above, only Tenured/Tenure Track Faculty may vote on
41 recommendations to the Dean on initial appointment of Tenured/Tenure Track Faculty; only
42 tenured faculty may attend and vote on the recommendations to the Dean awarding of tenure;
43 only Full Professors with tenure may attend and vote on recommendations to the Dean on
44 promotion of a current Wagner faculty member to or hiring of an external candidate into the
45 rank of Full Professor; and no faculty member may vote on a matter directly or indirectly
46 affecting the individual's candidacy for a degree or his or her status on the faculty of the

1 University. The Dean or person designated by the Dean may inform a Tenured/Tenure Track
2 Faculty or Continuing Contract Faculty member that it is inappropriate for the person to
3 attend and/or speak at a faculty meeting, or portion thereof, where the person has a conflict of
4 interest as to the matter under discussion (including a matter directly or indirectly affecting
5 the individual's candidacy for a degree or his or her status on the faculty of the University).
6

7 Only Tenured/Tenure Track Faculty may vote to elect members of the Tenured/Tenure Track
8 Faculty Senators Council and only the Continuing Contract Faculty may vote to elect
9 members of the Continuing Contract Faculty Senators Council.
10

11 **C. Faculty Assembly**

12
13 In addition to regular faculty meetings, Tenured/Tenure Track Faculty and Continuing Contract
14 Faculty members may convene in a Faculty Assembly. A faculty assembly meeting may be
15 called upon petition of at least seven Tenured/Tenure Track Faculty and Continuing Contract
16 Faculty members, with due notice to the faculty of at least seven days. The faculty assembly
17 shall be a forum to discuss matters of interest to the Tenured/Tenure Track Faculty and
18 Continuing Contract Faculty, including the performance and Provost's quinquennial review of
19 the Dean, and to provide guidance to the Dean on the overall direction of the school. The
20 Faculty Assembly may meet with or without the presence of the Dean, and notice of the Faculty
21 Assembly shall indicate whether the Dean has been invited.
22

23 **Section IV - Committee Structure and Appointment**

24 25 **A. Faculty Advisory Committee and Committee Appointments**

26
27 The Faculty Advisory Committee shall be an at large advisory body elected as specified below
28 and its duties shall include: (i) nominating and advising the dean on appointments for the
29 school's standing and ad hoc committees for the subsequent academic year; (ii) advising the dean
30 on other matters as requested by the dean; (iii) advising the dean on matters or concerns of
31 interest to the Committee; (iv) periodic review of and recommendations to the faculty on any
32 amendments to Wagner Governance Bylaws, Promotion and Tenure Standards and Procedures,
33 and Appointment, Reappointment and Promotion Standards and Procedures for Full-Time
34 Continuing Contract Faculty; (v) conducting a review of the Dean's performance in the fourth
35 year following appointment and every five years thereafter or upon motion and majority vote of
36 the Committee; (vi) acting as Wagner's representative body for selecting Wagner members on
37 university-wide committees and commissions (except the Tenured/Tenure Track Faculty
38 Senators Council and the Full-Time Non-Tenure Track/Contract Faculty Senators Council); and
39 (vii) serving as the Wagner Faculty Grievance Committee pursuant to the Faculty Grievance
40 Procedures Section of the Faculty Handbook and as specified in Section IV.B.6 and Section VI
41 below.
42

43 Annually, five members of the Faculty Advisory Committee shall be elected by vote of the
44 Tenured/Tenure Track Faculty and at least one Continuing Contract Faculty member shall be
45 elected by vote of the Continuing Contract Faculty. The total number of Continuing Contract
46 members on the Faculty Advisory Committee shall be proximately proportionate to the number

1 of Continuing Contract Faculty compared to Tenured/Tenure Track Faculty. The chair of the
2 Faculty Advisory Committee shall be the Tenured/Tenure Track Faculty member receiving the
3 greatest number of votes for committee. Any Wagner Tenured/Tenure Track Faculty, or
4 Continuing Contract Faculty member who holds an administrative office at Wagner or who has a
5 position or appointment with primary administrative responsibilities that encompass Wagner or
6 the University shall not be eligible for the vote to elect the Faculty Advisory Committee, nor
7 shall such faculty member be eligible to serve as a Faculty Advisory Committee member. The
8 Faculty Advisory Committee, or such other person(s) as designated by majority vote of the
9 faculty, shall be responsible for conducting the election of Faculty Advisory Committee and of
10 Wagner's representative and alternate representatives to the Tenured/Tenure Track Faculty
11 Senators Council and Full-Time Non-Tenure Track Contract Faculty Senators Council as
12 provided in Sections VII and VIII below.
13

14 For all standing and ad hoc committees, members drawn from the Tenured/Tenure Track Faculty
15 and Continuing Contract Faculty, and committee chair(s) shall be appointed by the Dean with the
16 advice of the Faculty Advisory Committee.² The size of each committee shall be determined
17 each year by the Dean, with the advice of the Faculty Advisory Committee, in accordance with
18 the work load and scope of the committee's expected activities for the year.
19

20 **B. Standing Committees**

21

22 The following committees shall be considered standing committees of the Wagner School with
23 membership, duties, and responsibilities as specified herein. Members shall be appointed each
24 year as provided in paragraph A above.
25

- 26 1. Appointment, Promotion and Tenure Committee. This committee shall be responsible for
27 gathering information concerning the qualifications for tenure and promotion of
28 Tenured/Tenure Track Faculty and for initial appointment, reappointment, and promotion of
29 Continuing Contract Faculty. The Appointment, Promotion and Tenure Committee shall
30 include at least one Continuing Contract Faculty member who shall participate in all matters
31 pertaining to Continuing Contract Faculty. The total number of Continuing Contract
32 members on the Committee shall be proximately proportionate to the number of Continuing
33 Contract Faculty compared to Tenured/Tenure Track Faculty. The standards and procedures
34 governing annual review of non-tenured tenure track faculty and governing tenure and
35 promotion at Wagner are set forth in the Robert F. Wagner Graduate School of Public
36 Service Promotion and Tenure Standards and Procedures. The standards and procedures
37 governing appointment, reappointment, and promotion of Continuing Contract Faculty

² Any standing or ad hoc committee whose activities affect the Urban Planning Program either directly or indirectly shall include at least one faculty member with a primary appointment in the Urban Planning faculty. Any Ad Hoc Faculty Search Committee for the initial appointment of a faculty member whose primary appointment is expected to be on the Urban Planning faculty shall be chaired by a faculty member with primary appointment on the Urban Planning faculty, and the majority of its members shall be Urban Planning faculty members. Appointment to the Urban Planning faculty shall be in accordance with the Wagner Promotion and Tenure Standards and Procedures.

1 members are set forth in the Robert F. Wagner Graduate School of Public Service
2 Appointment, Reappointment, and Promotion Standards and Procedures for Full-Time
3 Continuing Contract Faculty. These documents, initially drafted and reviewed by the Faculty
4 Advisory Committee and the Appointment, Promotion and Tenure Committee, are
5 promulgated by majority vote of the Tenured/Tenure Track and Continuing Contract Faculty.
6 Voting on recommendations to the Dean for promotion and tenure of Tenured/Tenure Track
7 Faculty and voting on initial appointment, reappointment, and promotion of Continuing
8 Contract Faculty shall be conducted as specified in Section V below.
9

- 10 2. Doctoral Board - The Doctoral Board shall be responsible for the direction and oversight of
11 the doctoral program. The committee shall establish curriculum requirements, set admission
12 policies, make admissions decisions, conduct examinations, and monitor the implementation
13 of doctoral program activities. The Doctoral Board shall make periodic reports to the full
14 faculty, including at least one annual report detailing status of the program.
15
- 16 3. Budget/Finance Oversight Committee - This committee shall be responsible for reviewing
17 the budget and finances of the Wagner School and making recommendations to the dean on
18 matters to be included in the dean's budget submission to the university.³ The committee
19 shall make periodic reports to full faculty, including at least one annual report on the status of
20 the school's budget and finances.
21
- 22 4. Student Academic Discipline Committee –This committee is responsible for recommending
23 to the faculty standards for academic behavior and procedures for academic discipline, and
24 for conducting any disciplinary hearings. The committee shall make periodic reports to full
25 faculty, including at least one annual report on the status of academic behavior and
26 compliance with school standards.
27
- 28 5. Program and Specialization Coordinating Committee – The directors of Wagner programs
29 and specializations as appointed by the dean shall serve ex officio as the Program and
30 Specialization Coordinating Committee. The duties of the committee shall be: i) to assure
31 coordination among the programs and specializations; ii) oversee the Wagner School
32 curriculum and core, and review and approve all new course offerings and any course
33 withdrawal to assure appropriate coordination among programs and specializations, to
34 prevent duplication or overlap, and to assure effective allocation of faculty resources;⁴ and
35 iii) provide oversight to the Wagner admission process and establish standards and
36 procedures for admission to Wagner. The Committee shall make periodic reports to the full
37 faculty on its activities and provide timely notice to the faculty of all actions to approve any
38 new course offering or to withdraw a course offering. Upon motion and majority vote of the

³ At least one member of the committee shall be a faculty member with a primary appointment in the Urban Planning Program.

⁴ Any proposed new Urban Planning course shall first be reviewed by the Urban Planning Faculty, with a recommendation made to the Program and Specialization Committee. The Committee shall consider, but not be bound by, the recommendation of the Urban Planning faculty.

1 full faculty, any action by the Committee may be modified, proscribed, or rejected by the
2 faculty.

- 3
4 6. Faculty Grievance Committee – The elected Faculty Advisory Committee shall serve as the
5 Wagner Faculty Grievance Committee. If the majority of the Grievance Committee are not
6 tenured faculty members, additional members with tenure shall be added to the Faculty
7 Grievance Committee until a majority of the Committee are tenured faculty, with any
8 additional members selected based on the tenured faculty member(s) receiving the highest
9 number of votes in the election of the Faculty Advisory Committee but not serving on the
10 Faculty Advisory Committee.

11
12 **C. Ad Hoc Committees**

- 13
14 1. General Ad Hoc Committees - The Dean or the faculty by vote in a faculty meeting or
15 assembly may at any time appoint an ad hoc committee to examine issues of import to the
16 school and to make recommendations to the Dean or full faculty on such matters. Ad hoc
17 committees shall be given a mandate in writing, including provisions specifying the duration
18 of the committee and its reporting requirements. General ad hoc committees may include
19 Tenured/Tenure Track and/or Continuing Contract Faculty members as appropriate to the
20 committee mandate.
21
- 22 2. Ad Hoc Search Committees for Tenured/Tenure Track Faculty Recruitment. In the event of
23 the potential appointment of new members of the Tenured/Tenure Track Faculty, an ad hoc
24 faculty search committee shall be appointed pursuant to the provisions of Section IV.A
25 above. Said ad hoc search committee shall provide a report to the Tenured/Tenure Track and
26 Continuing Contract Faculty detailing the qualifications of any candidate for initial
27 appointment and provide the faculty such documentation as the committee deems
28 appropriate, including curriculum vitae, personal statement, published work,
29 recommendations, any teaching evaluations, and seminar papers. Voting on recommendation
30 to the Dean on initial appointment of Tenured/Tenure Track faculty members shall be all
31 Tenured/Tenure Track Faculty as specified in Section V below. In the case of initial
32 appointment with tenure, review of qualifications for tenure shall be made by the Faculty
33 Appointment, Promotion and Tenure Committee.
34
- 35 3. Ad Hoc Search Committees for Continuing Contract Faculty Recruitment. In the event of a
36 search for potential appointment of new members of the Continuing Contract Faculty (or any
37 search that can reasonably be expected to identify non-tenure track candidates), an ad hoc
38 faculty search committee shall be appointed pursuant to the provisions of Section IV.A.
39 above. Said ad hoc search committee shall be comprised of members of the Continuing
40 Contract Faculty and Tenured/Tenure Track Faculty. Said ad hoc search committee shall
41 provide a report to the Tenured/Tenure Track and Continuing Contract Faculty detailing the
42 qualifications of any candidate for initial appointment and provide the faculty such
43 documentation as the committee deems appropriate, including curriculum vitae, personal
44 statement, published work, recommendations, any teaching evaluations, and seminar papers.
45 Voting on recommendation to the Dean for initial appointment of Continuing Contract

1 Faculty members shall be made by the Continuing Contract Faculty and Tenured/Tenure
2 Track Faculty as specified by Section V.B. below.
3
4

5 **Section V – Recommendations on Initial Appointment, Promotion, and Tenure of**
6 **Faculty Members**
7

8 **A. Initial Appointment of Tenured/Tenure Track Faculty**
9

10 Reports of any Ad Hoc Faculty Search Committee concerning any initial appointment shall be
11 considered in an executive session of the faculty meeting, with attendance limited to of the
12 Wagner School Tenured/Tenure Track and Continuing Contract Faculty.⁵ Upon review and
13 discussion of the committee’s report and such other materials as shall be gathered by the faculty
14 or dean, Tenured/Tenure Track Faculty members shall vote by closed ballot on the
15 recommendation of the faculty to the dean on initial appointment. With unanimous consent, the
16 vote may be made by voice vote. The executive session shall be chaired by the chair(s) of the
17 Ad Hoc Faculty Search Committee, who shall be responsible for reporting to the dean in writing
18 the tally of the vote and a summary of the faculty’s discussion of the candidate.
19

20 **B. Initial Appointment, Reappointment, and Promotion of Full-Time Continuing Contract**
21 **Faculty**
22

23 Reports any ad hoc search committee and or the Appointment, Promotion and Tenure Committee
24 concerning initial appointment, reappointment, and promotion of Continuing Contract Faculty
25 members shall be reviewed in an executive session of the faculty meeting, with attendance
26 limited to Tenured/Tenure Track Faculty and Continuing Contract Faculty. Upon review and
27 discussion of the committee’s report and such other materials as shall be gathered by the faculty
28 or dean, Tenured/Tenure Track Faculty and Continuing Contract Faculty, shall vote by closed
29 ballot on the recommendation of the faculty to the dean on initial appointment. With unanimous
30 consent, the vote may be made by voice vote. The executive session shall be chaired by the
31 chair(s) of the faculty Appointment, Promotion and Tenure Committee, who shall be responsible
32 for reporting to the dean in writing the tally of the vote and a summary of the faculty’s discussion
33 of the candidate.
34

35 In exigent circumstances, after consultation with the Faculty Advisory Committee, the dean may
36 appoint a Continuing Contract Faculty member for a term not to exceed one year without prior
37 recommendation by an ad hoc search committee or the Appointment, Promotion and Tenure
38 Committee, or a vote by the full faculty pursuant to this paragraph. The Dean shall notify the
39 faculty of any such appointment in a timely manner and provide a rationale describing the
40 exigent circumstances and qualifications of the faculty member.

⁵ In the case of an initial appointment of a faculty member with a primary appointment on the Urban Planning faculty, the report shall first be referred to the Urban Planning faculty for consideration by Urban Planning faculty members who shall make a recommendation to the full faculty. The full faculty shall consider, but not be bound by, the recommendation of the Urban Planning faculty.

1
2 Appointment, reappointment, and promotion of Continuing Contract Faculty shall be conducted
3 in accordance with the Wagner Appointment, Reappointment, and Promotion Standards and
4 Procedures for Full-Time Continuing Contract Faculty.

5
6 **C. Promotion and Tenure of Faculty**
7

8 Reports of the Appointment, Promotion and Tenure Committee concerning promotion and tenure
9 of members of the Tenured/Tenure Track Faculty shall be reviewed in an executive session of
10 the faculty meeting, with attendance limited to tenured members of the Wagner Tenured/Tenure
11 Track Faculty. Upon review and discussion of the committee's report and such other materials
12 as shall be gathered by the faculty or dean, the tenured faculty members shall vote by closed
13 ballot on the recommendation of the faculty to the dean on initial appointment. In the case of
14 promotion to full professor, only faculty with full professor rank shall attend and vote. The
15 executive session shall be chaired by the chair of the faculty Appointment, Promotion and
16 Tenure Committee, who shall be responsible for reporting to the dean in writing the tally of the
17 vote and a summary of the faculty's discussion of the candidate. Promotion and tenure of
18 Tenured/Tenure Track Faculty shall be conducted in accordance with the Wagner Promotion and
19 Tenure Standards and Procedures.
20

21 **D. Report from Dean on Faculty Recommendations**
22

23 In any case where faculty is making a recommendation to the dean on matters related to
24 appointment, reappointment, promotion, or tenure of a Tenured/Tenure Track Faculty member or
25 appointment, reappointment, or promotion of a Continuing Contract Faculty member, the dean
26 shall report back in a timely manner to the voting faculty and relevant committee on what action,
27 if any, was taken in response to the recommendation. In the case of any action taken contrary to
28 or in any manner inconsistent with the recommendations from the faculty or committee, the dean
29 shall provide a rationale for such action.
30

31 **Section VI – Faculty Grievance Procedures**
32

33 In accordance with the provisions of the Faculty Handbook and the University Guidelines For
34 Continuing Contract Faculty Appointments, respectively, Tenured/Tenure Track Faculty and
35 Continuing Contract Faculty members shall have a right to redress of grievances related: (i) to
36 appointment; reappointment; or promotion or tenure in the case of Tenured/Tenure Track Faculty
37 members; and (ii) to other matters such as duties, salaries, perquisites, and working conditions.
38

39 In the case of all such grievances, an effort shall be made to settle disputes by informal
40 discussions between the faculty member and the Dean (or his/her designee). Where the dispute
41 cannot be resolved informally, the faculty member may request a hearing on the matter before
42 the Wagner Faculty Grievance Committee which shall be convened within 15 working days of
43 notice of the request to the dean. The Wagner Faculty Grievance Committee's recommendation
44 shall be made in writing to the dean in a timely manner. Voting on the recommendation to the
45 dean shall be by closed ballot.
46

1 For grievances related to appointment, tenure, or promotion, participation and voting shall be by
2 Committee members of appropriate rank, with only tenured full professors voting in the case of a
3 grievance by a tenured full professor, all tenured members in the case of an tenured associate
4 professor, all Tenured/Tenure Track Faculty members in the case of a non-tenured
5 Tenured/Tenure Track Faculty member, and all members in the case of a Continuing Contract
6 Faculty member. The Dean shall notify the grieving faculty member and the Faculty Advisory
7 Committee of his/her decision in a timely manner.
8

9 In accordance with the Faculty Handbook and the University Guidelines For Full-Time Non-
10 Tenure Track/Contract Faculty Appointments, the grieving faculty member shall have a right to
11 appeal the dean's decision to the Provost on the grounds: (i) "that the procedures used to reach
12 the decision were improper or that the case received inadequate consideration;" or (ii) "that the
13 decision violated academic freedom of the person in question, in which case the burden of proof
14 is on that person." As provided in the Faculty Handbook, such review "shall not judge
15 professional merits, but only whether procedural safeguards have been observed. Evidence that
16 a decision appealed from is so arbitrary that it has no rational foundation may be considered on
17 the issue of 'inadequate consideration'" as provided above. The appeal process shall follow the
18 process outlined in the Guidelines (Section V).
19
20

21 **Section VII – Election of Tenured/Tenure Track Faculty Senators Council Senator** 22 **and Alternate Senators**

23
24 Annually on or before May 1, an election for Wagner's senator and alternate senator on the
25 Tenured/Tenure Track Faculty Senators Council shall be conducted for any senator or alternate
26 senator whose term is expiring at the end of the current academic year. Any Tenured/Tenure
27 Track Faculty member interested in standing for election as the senator or alternate senator shall
28 notify the Faculty Advisory Committee of such interest and shall be included on a ballot for vote
29 by all Tenured/Tenure Track Faculty. As provided in the Rules of Procedure of the Faculty
30 Senators Council (Rules), terms for senators and alternate senators are three years, with terms
31 running from September 1 of the first year to August 31 of the third year.
32

33 The Faculty Advisory Committee shall conduct the votes for senator and alternate senators by
34 two separate closed ballots of the Tenured Tenure Track Faculty. As provided in the Rules, at
35 least three nominees shall be presented "for each Senatorial position (whenever possible)." The
36 vote for senator shall be conducted first, with the senator being the candidate receiving the
37 largest number of votes for senator. The vote for alternate senators is conducted second, and
38 unelected candidates for senator may be candidates for alternate senators. The alternate senators
39 shall be the two candidates receiving the largest number of votes for alternate senator. Results of
40 the election shall be transmitted to the full Wagner faculty and secretary of the Tenured/Tenure
41 Track Faculty Senators Council within five days. All votes may be conducted electronically,
42 provided the faculty member voting cannot be identified
43
44
45

1 **Section VIII – Election of Full-Time Continuing Contract Faculty Senators Council**
2 **Representative and Alternates**

3
4 Annually on or before May 1, an election for Wagner’s representative and alternate
5 representatives on the Continuing Contract Faculty Senators Council shall be elected for any
6 representative whose term is expiring at the end of the current academic year. Any Continuing
7 Contract Faculty member interested in standing for election as the senator shall notify the
8 Faculty Advisory Committee of such interest and shall be included on a ballot for vote by all
9 Continuing Contract Faculty members. The vote by all Continuing Contract Faculty members
10 shall be conducted by closed ballot under the direction of the Faculty Advisory Committee, with
11 the candidate for senator being the candidate receiving the largest number of votes. The vote for
12 alternate senators is conducted second, and unelected candidates for senator may be candidates
13 for alternate senators. The alternate senators shall be the two candidates receiving the largest
14 number of votes for alternate senator. The vote may be conducted electronically, provided the
15 faculty member voting cannot be identified
16

17
18 **Section IX - Amendment of Governance Bylaws**

19
20 These Governance Bylaws may be amended upon motion and majority vote of Tenured/Tenure
21 Track Faculty and Continuing Contract Faculty members. Proposed amendments are typically
22 first reviewed by the Faculty Advisory Committee, and then presented to the full faculty, but any
23 Tenured/Tenure Track or Continuing Contract Faculty member may propose an amendment.
24 Notice of proposed amendment shall be provided at least seven days in advance of the meeting
25 when the amendment shall be considered. Waiver of notice may be authorized by unanimous
26 vote of the faculty. The Governance Bylaws shall be reviewed periodically, but at least every
27 five years, by the Faculty Advisory Committee and the faculty. \
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29 **Section X – Amendment of Promotion and Tenure Standards and Procedures**

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31 Promotion and Tenure Standards and Procedures may be amended upon motion and majority
32 vote of Tenured/Tenure Track members. Proposed amendments are typically first reviewed by
33 the Faculty Advisory Committee and the Appointment, Promotion and Tenure Committee, and
34 then presented to the full faculty, but any Tenured/Tenure Track member may propose an
35 amendment. Notice of proposed amendment shall be provided at least seven days in advance of
36 the meeting when the amendment shall be considered. Waiver of notice may be authorized by
37 unanimous vote of the faculty. The Appointment, Reappointment, and Promotion Standards and
38 Procedures for Continuing Contract Faculty shall be reviewed periodically, but at least every five
39 years, by the Faculty Advisory Committee and the Tenured/Tenure Track faculty.
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41
42 **Section XI - Continuing Contract Faculty Appointment, Reappointment, and**
43 **Promotion Standards and Procedures**

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45 Appointment, Reappointment, and Promotion Standards and Procedures for Continuing Contract
46 Faculty may be amended upon motion and majority vote of Tenured/Tenure Track and

1 Continuing Contract Faculty members. Proposed amendments are typically first reviewed by the
2 Faculty Advisory Committee and the Appointment, Promotion and Tenure Committee, and then
3 presented to the full faculty, but any Tenured/Tenure Track or Continuing Contract Faculty
4 member may propose an amendment. Notice of proposed amendment shall be provided at least
5 seven days in advance of the meeting when the amendment shall be considered. Waiver of
6 notice may be authorized by unanimous vote of the faculty. The Appointment, Reappointment,
7 and Promotion Standards and Procedures for Continuing Contract Faculty shall be reviewed
8 periodically, but at least every five years, by the Faculty Advisory Committee and the faculty.