

4.09 UNIVERSITY RECOGNITION OF FACULTY ORGANIZATIONS

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PROCEDURES

4.09 – University Recognition of Faculty Organizations

Faculty Organizations can request recognition via Faculty Senate resolution. The organization's letter of application for recognition must contain the organization's constitution. The organization's constitution must include the following information:

- a clear statement of the organization's mission;
- a list of all by-laws, policies, and other regulations, including membership requirements;
- a list of officers and their duties, including the method of selection and removal;
- the following paragraph must be included in all constitutions:

No person shall, on the grounds of race, creed, color, national origin, religion, age, sex, sexual orientation, handicap, Vietnam Era Veteran status, or other such factors that cannot be considered lawfully, be excluded from participation in, be denied the benefits of or be subjected to discrimination under any program or activity within this organization.

Once a letter of application is received, it will be forwarded to the Faculty Senate Faculty Affairs Committee. The Faculty Affairs Committee will review the application. A representative of the faculty organization may be present at the Faculty Affairs Committee meeting when the organization's recognition is being considered. If deemed that the faculty organization meets the definition of a faculty organization and its constitution contains the above-mentioned information, the Faculty Affairs Committee will bring before the Faculty Senate a resolution to recognize the organization. If the Faculty Senate votes in the affirmative of the resolution, the faculty organization will be granted University recognition after approval of the resolution by the President of the University.

If the Faculty Affairs Committee does not recommend University recognition of the faculty organization, the Faculty Affairs Committee will send a letter to the organization outlining its reasons for not recommending the organization. Within 10 class days of the notification of the action taken, the organization may appeal, in writing, to the Faculty Senate Executive Committee. This appeal must include the grounds for the appeal.

Benefits to University Recognized Faculty Organizations

Recognized faculty organizations will be granted the same access to University property and facilities as academic programs.

Maintaining University Recognition

Each year each University recognized faculty organizations must submit a list of its officers to the Faculty Senate. If the list of officers is not forwarded to the Faculty Senate, the organization will be considered inactive and will be notified in writing that it is in jeopardy of losing its recognition. Once the faculty organization has been notified of its inactive status, it has 30 class days to respond to the notification and provide names of its officers. If no response is received to the inactive status notification in the allotted time period, the faculty organization will lose its University recognition.

When an organization changes its constitution, the newly adopted constitution must be submitted to the Faculty Affairs Committee to establish if the new constitution meets the guidelines as stated above. If it is determined that the newly adopted constitution meets the guidelines, the organization will retain its standing as a University recognized faculty organization. If it does not meet the guidelines, the Faculty Affairs Committee will make recommendations to the organization to bring the constitution into compliance. If an organization does not agree with the recommendations of the Faculty Affairs Committee, it may appeal to the Faculty Senate Executive Committee.

Disciplinary Action

If a University-recognized faculty organization engages in activities that violate the conditions of recognition, the policies and procedures of Emporia State University, or state laws, it may have disciplinary action brought against it by the Faculty Senate. The Faculty Affairs Committee shall recommend to the Faculty Senate what, if any, penalties shall be assessed. Any penalty may be appealed to the Faculty Senate Executive Committee. This appeal must be in writing, stating the grounds for the appeal, and must be made within 10 class days of the notification of the disciplinary action taken.