

## UNIVERSITY RULE

### **12.04.99.M1 Faculty Advisory Council**

*Approved MONTH XX, 2025*

*Next scheduled review: MONTH XX, 2030*

---

#### **Rule Statement**

---

Texas A&M University (TAMU) recognizes the importance of faculty engagement and the significant role that a faculty-only representative body for university-wide participation in shared governance has in the success of the institution and the fulfillment of its mission. This Faculty Advisory Council gives a collective voice to the faculty, a tradition that began with the formation of a Faculty Senate in 1983, and the Council is intended to provide direct input to leadership in a manner that is transparent, forward-looking and aligned with the priorities and mission of Texas A&M University.

A university's foundation is its faculty. Therein lies the knowledge, the commitment to learning, and the source of constructive progress upon which universities rest. The interests of students, scholarship, and society are best served when the faculty brings its special talents to bear through cooperative participation in the shared governance of the university.

Texas Education Code §51.3523 defines shared governance as referring “to a structured decision-making process in which the governing board of the institution exercises ultimate authority and responsibility for institutional oversight, financial stewardship, and policy implementation, while allowing for appropriate consultation with faculty, administrators, and other stakeholders on matters related to academic policy and institutional operations. The principle of shared governance may not be construed to diminish the authority of the governing board to make final decisions in the best interest of the institution, students, and taxpayers.”

Therefore, this rule is intended to: foster a community of mutual respect and cooperation within the university; facilitate effective faculty participation in fulfilling their role in academic governance; broaden communication in matters of concern to the university; and engage the faculty's skills in the guidance of the university's programs.

This rule serves to outline the composition and operations of the Texas A&M University Faculty Advisory Council in compliance with System Policy 12.04, Faculty Advisory Council. Further, consistent with state law and System Policy 12.04, *Faculty Advisory Council*, the Council's participation in the shared governance of the University will align with the appropriate role of faculty articulated in the *1966 Joint Statement on Government of Colleges and Universities* issued by the American Association of University Professors, the American Council on Education (ACE), and the Association of Governing Boards of Universities and Colleges.

---

#### **Official Rule/ Responsibilities/ Process**

---

## 1. GENERAL

The Texas A&M University Faculty Advisory Council represents the entire faculty of the university and advises the administration regarding matters directly related to the academic programs of the university. The Faculty Advisory Council serves several important roles in the university. These include (1) a formal role in recommending changes to curricula through the university's curricular approval process, (2) an advisory role in which it garners faculty opinions and transmits them through appropriate channels either formally or informally to university leadership, and (3) a rhetorical role in which the Council serves as a forum for discussion and debate of issues vital to the academic programs of Texas A&M University. The Faculty Advisory Council is the faculty's only representative body for university-wide participation in the governance of Texas A&M University.

## 2. DEFINITIONS

- 2.1 Eligible Faculty Member – In order to serve on the Faculty Advisory Council, faculty eligible for election shall be all faculty employed by Texas A&M University (1) whose appointment was approved by the Texas A&M University Office of Faculty Affairs, (2) whose faculty appointment at TAMU is the person's primary long-term position, and (3) who is employed at TAMU with an annual FTE of at least 0.75. Other academic faculty appointees who receive full-time salary from funds appropriated as teaching salaries shall also be counted as faculty.
- 2.2 College or School – A college or school is defined as a unit so named that has both faculty members and has academic degree programs associated with that college or school.

## 3. ROLE OF THE FACULTY ADVISORY COUNCIL

- 3.1. All university rules and procedures dealing with the following matters shall be reviewed by the Faculty Advisory Council and their input and advice be included before being submitted to the President, or designee, for approval. Such university rules and procedures may be initiated by the Faculty Advisory Council. These include:
- 3.1.1. rules and procedures dealing with curricula and instruction,
  - 3.1.2. rules and procedures dealing with academic standards, including admissions, graduation, and retention,
  - 3.1.3. rules and procedures dealing with scholarships, honors, and other forms of student distinction based on academics, and
  - 3.1.4. rules and procedures dealing with the hiring, retention, tenure, promotion, and evaluation of academic personnel.
- 3.2 The Faculty Advisory Council serves in an advisory role and provides expertise and counsel on the following:
- 3.2.1. Overall educational policy and planning,
  - 3.2.2. Policies affecting university development and utilization of resources that impact

the academic programs,

- 3.2.3. Policies and procedures dealing with evaluation of academic administrators and their impact on academic programs,
  - 3.2.4. Physical plant and facilities affecting educational objectives,
  - 3.2.6 The establishment, reorganization, or discontinuation of academic organizational units and areas of instruction or research,
  - 3.2.7 University academic calendar, and
  - 3.2.8 Other matters pertaining directly to the academic programs of the university.
- 3.3 The Faculty Advisory Council shall be a forum for discussion and debate of any issue vital to the success of the academic programs of Texas A&M University. It will garner faculty opinions and transmit those opinions to the appropriate person.
- 3.4 The Faculty Advisory Council shall publish the minutes of its meetings and shall present a report annually to the faculty.

#### 4. ORGANIZATION OF THE FACULTY ADVISORY COUNCIL

- 4.1 The Faculty Advisory Council shall be unicameral and report directly to the President of Texas A&M University.
- 4.2 All meetings of the Faculty Advisory Council will be held in compliance with Texas Government Code Section 51.3522.
- 4.3 The Faculty Advisory Council shall consist of 60 faculty members representatively apportioned based on the faculty counts of each college and school with a minimum of two faculty representing each college or school within Texas A&M University.
- 4.4 The faculty count for each school shall be determined using the following formula:
  - 4.4.1 Each full-time equivalent faculty member shall be counted as one.
  - 4.4.2 Each part-time faculty member shall be counted based on their percent effort using the standard appointment period for respective faculty in their college or school.
- 4.5 Reapportionment of the Faculty Advisory Council shall take place every four years. Reapportionment shall be based upon the University payroll for November of the year of reapportionment and shall occur in December of every fourth year. Representation shall be based on the method of equal proportions as used by the United States House of Representatives. In the event of a major structural reorganization of the university, as determined by the Faculty Advisory Council or the President, reapportionment will be carried out before the next election.
- 4.6 Faculty will be seated on the Faculty Advisory Council in one of the following two ways:
  - 4.6.1 One faculty representative for each college or school shall be appointed by the

President. While the President is not obligated to select a faculty member put forward by a college or school, the faculty of each college or school may provide a nominee list of faculty for consideration by the President.

- 4.6.2 The remaining faculty representatives for each college or school shall be elected by the faculty of that college or school with each faculty member counted in the apportionment formula eligible to vote.
- 4.7 Eligible faculty members seeking election to the Faculty Advisory Council shall be nominated by the faculty of their college/school or be self-nominated for inclusion on the annual ballot.
- 4.8 To the extent possible, one-half of the elected representatives from each college/school shall be elected each year.
- 4.9 The length of service for each faculty representative, including the eligibility for subsequent terms, shall be as follows:
- 4.9.1 A member of the Faculty Advisory Council elected by a vote of the faculty serves a two-year term and cannot serve consecutive terms. An elected representative is not eligible to serve a subsequent term until after the second anniversary of the last day of the member's most recent term.
- 4.9.1.1 In the inaugural year of the Faculty Advisory Council, in order to have approximately one-half of the elected representatives elected each year in the future, one-half of the elected representatives in the first year shall be elected to a one-year term rather than a two-year term, based on the following formula:
- 4.9.1.1.1 In a college or school with more than two total (elected and appointed) representatives, up to half of the faculty representatives who were elected but received less votes shall serve a one-year term.
- 4.9.1.1.2 In a college or school with two total (elected and appointed) representatives, those with the lowest faculty count, up to half of these colleges or schools, shall have their initial elected faculty representative serve a one-year term.
- 4.9.2 A member of the Faculty Advisory Council appointed by the President may serve up to six consecutive one-year terms and then may only be reappointed after the second anniversary of the last day of the member's most recent term.
- 4.9.3 Terms for faculty representatives shall be September 1 through August 31.
- 4.10 Faculty members are eligible to vote in only one college/school.
- 4.11 Representatives shall be elected within their respective college/school. For colleges/schools with a single open seat, election shall be by a simple majority vote. For colleges/schools with more than one open seat, candidates for all open seats shall be elected by ranked choice voting.

- 4.12 Election of representatives shall be held annually in April to seat the new Faculty Advisory Council that convenes in September each year. Procedures for voting will be established by the Faculty Advisory Council Bylaws.
- 4.13 Runoff elections shall be held as needed.
- 4.14 Vacancies during the year for elected positions shall be filled by appointment by the Faculty Advisory Council Caucus of the college/school and the concurrence of the Executive Committee.
- 4.15 Faculty representatives elected each spring shall take their seats officially on the first day of the regular fall semester following their election. Those members elected in the spring election are encouraged to attend Faculty Advisory Council meetings during the summer session but will not be considered faculty representatives. Such attendance will acquaint new members with Faculty Advisory Council procedures.
- 4.16 Faculty representatives serve on the Faculty Advisory Council as an additional duty of their employment. Members of the Faculty Advisory Council are not entitled to compensation or reimbursement of expenses for their role as members of the Faculty Advisory Council unless the expense is on behalf of and approved by the Provost & Executive Vice President.
- 4.17 A faculty member serving on the Faculty Advisory Council may be immediately removed from the Faculty Advisory Council for failing to conduct the member's responsibilities within the council's parameters, failing to attend council meetings, or engaging in other similar misconduct. A member of a Faculty Advisory Council may be removed on recommendation of the Provost & Executive Vice President and approval by the President.

## 5. OFFICERS & OPERATIONS OF THE FACULTY ADVISORY COUNCIL

- 5.1 While the President is not obligated to select the officers put forward by the members of the Faculty Advisory Council, the members of the Faculty Advisory Council may provide a nominee list from the membership for consideration by the President.
- 5.2 The President shall appoint the following officers from among the members of the Faculty Advisory Council:
  - 5.2.1 Chair of the Faculty Advisory Council as the presiding officer
  - 5.2.2 Vice Chair of the Faculty Advisory Council as the associate presiding officer
  - 5.2.3 Secretary of the Faculty Advisory Council
- 5.3 At the discretion of the Chair of the Faculty Advisory Council, the Chair may appoint individuals to the following positions:
  - 5.3.1 Parliamentarian
  - 5.3.2 Deputy Parliamentarian
  - 5.3.3 Sargeant-at-Arms

- 5.4 A quorum of the Faculty Advisory Council shall be:
- 5.4.1 A majority of the membership of the Faculty Advisory Council during the Fall and Spring Semesters.
  - 5.4.2 A majority of the active membership of the Faculty Advisory Council during the Summer Sessions.
- 5.5 All meetings of the Faculty Advisory Council require a quorum to be present, are open to the public, and are broadcast over the internet.
- 5.6 The agenda for each Faculty Advisory Council meeting must be published and available to the public not later than the seventh day before the meeting. The agenda must include:
- 5.6.1 Sufficient detail on each item that is to be discussed or that will be subject to a vote; and
  - 5.6.2 Any curriculum proposals reviewed by the Faculty Advisory Council that will be discussed or voted on.
- 5.7 Attendance by faculty representatives at all Faculty Advisory Council meetings will be taken and retained, at a minimum, whenever the Faculty Advisory Council conducts business related to either a vote of no confidence regarding an institution or system administrator or policies related to curriculum and academic standards.
- 5.8 The parliamentary authority of the Faculty Advisory Council is this rule and Bylaws and/or Rules of Procedure adopted by the Faculty Advisory Council and approved by the President. The Faculty Advisory Council also follows the current edition of *Robert's Rules of Order, Newly Revised*.

## 6. STANDING COMMITTEES OF THE FACULTY ADVISORY COUNCIL

- 6.1 Executive Committee
- 6.1.1 The Executive Committee shall consist of the three officers appointed by the President and six members-at-large.
  - 6.1.2 The members-at-large shall be elected annually by majority vote from within the Faculty Advisory Council, with no more than two members-at-large of the Executive Committee from any one college/school.
  - 6.1.3 The Chair of the Faculty Advisory Council shall serve as the chair of the Executive Committee.
  - 6.1.4 The immediately past (prior) Chair of the Faculty Advisory Council shall serve as an ex-officio member of the Executive Committee but will only have voting rights if they are still a sitting member of the Faculty Advisory Council.
  - 6.1.5 The Executive Committee shall advise the Chair of the Faculty Advisory Council, assist in the administration and planning of Faculty Advisory Council meetings, be responsible for the budget, implement the decisions and programs of the Faculty

Advisory Council, and act as directed by the Faculty Advisory Council.

6.1.6 The Executive Committee shall have the power to act for the Faculty Advisory Council in case of an emergency. All such actions shall be reported to the Faculty Advisory Council at its next meeting. A quorum of the Executive Committee is necessary for emergency actions and shall be two-thirds of its membership.

6.1.7 The Chair of the Faculty Advisory Council, as chair of the Executive Committee, shall serve on the President's Cabinet.

## 6.2 Bylaws Committee

6.2.1 The Bylaws Committee shall consist of one representative from each college/school. The representatives from each college/school shall elect one member from that college/school to serve in this position. If the Chair of the Faculty Advisory Council appoints a Parliamentarian, the Parliamentarian will serve as a non-voting ex-officio member.

6.2.2 The Bylaws Committee shall formulate, revise and present the Bylaws and/or Rules of Procedure consistent with state law, System policy, and this rule to the Faculty Advisory Council for adoption.

6.2.3 Any faculty representative may propose a change to the Bylaws and/or Rules of Procedure.

6.2.4 A chair for the committee shall be appointed by the Chair of the Faculty Advisory Council.

6.2.5 Bylaws and/or Rules of Procedure must be submitted to the President for concurrence.

## 6.3 Academic Affairs Committee

6.3.1 This committee has the responsibility to study policies, regulations, rules, and procedures and to recommend actions in the following areas: curriculum and instruction; academic standards for admissions, graduation and retention; honors; libraries; and other matters affecting academics.

6.3.2 Members shall be appointed by the Chair of the Faculty Advisory Council, annually, with the advice of the Executive Committee and the consent of the Faculty Advisory Council.

6.3.3 A chair for the committee shall be appointed by the Chair of the Faculty Advisory Council.

6.3.4 The chair of the committee shall serve on the Provost's Administrative Team.

## 6.4 Core Curriculum Committee

6.4.1 This committee shall establish requirements, consistent with state law, and recommend through the Faculty Advisory Council to the President courses to be included in the core curriculum to satisfy:

6.4.1.1 Texas Higher Education Coordinating Board (THECB) requirements in:

- 6.4.1.1.1 Communications
- 6.4.1.1.2 Mathematics
- 6.4.1.1.3 Life and Physical Sciences
- 6.4.1.1.4 Language, Philosophy & Culture
- 6.4.1.1.5 Creative Arts
- 6.4.1.1.6 American History
- 6.4.1.1.7 Government/Political Sciences
- 6.4.1.1.8 Social and Behavioral Sciences

6.4.1.2 The University graduation requirements, inclusive of the following:

- 6.4.1.2.1 International and Cultural Diversity Courses
- 6.4.1.2.2 Cultural Discourse Courses
- 6.4.1.2.3 Communication and Writing Courses
- 6.4.1.2.4 Foreign Language

6.4.2 The committee shall also establish criteria for evaluation and review, and recommend through the Faculty Advisory Council to the President renewal or non-renewal of existing courses on a regular basis.

6.4.3 The committee shall establish and implement methods for assessing the success of the core curriculum in meeting THECB and university accreditation standards.

6.4.4 Members shall be appointed by the Chair of the Faculty Advisory Council annually with the advice of the Executive Committee and the consent of the Faculty Advisory Council. The Vice Provost for Academic Affairs shall serve as a non-voting, ex-officio member.

6.4.5 A chair for the committee shall be appointed by the Chair of the Faculty Advisory Council.

6.4.6 The chair of the committee shall serve on the Academic Operations Council.

## 6.5 Research Committee

6.5.1 This committee has the responsibility to study policies, regulations, rules, and procedures and to recommend actions in the following areas: external funding of research; internal funding and distribution of research funds; travel related to soliciting, conducting, and presentation of research; libraries, computing, and other

support facilities affecting the research environment; publication or other means of disseminating research findings; copyrights and patents; and other matters affecting the conduct and dissemination of research.

- 6.5.2 Committee members shall be appointed by the Chair of the Faculty Advisory Council annually with the advice of the Executive Committee and the consent of the Faculty Advisory Council. The Vice President for Research shall serve as a non-voting, ex-officio member.
- 6.5.3 A chair for the committee shall be appointed by the Chair of the Faculty Advisory Council.
- 6.5.4 The chair of the committee shall serve on the University Research Council.
- 6.6 Strategy, Budget and Personnel Committee
  - 6.6.1 This committee has the responsibility to:
    - 6.6.1.1 Obtain information from the Vice President for Finance, other Vice Presidents, the Provost, other officers, and the President relating to the University budget and the academic programs.
    - 6.6.1.2 Study the University budget and become thoroughly familiar with its structure, provisions, and development as it related to academic programs.
    - 6.6.1.3 Advise and recommend action on academic and research issues pertaining to the development and content of the University budget to the Executive Committee of the Faculty Advisory Council and to the Faculty Advisory Council as a whole.
    - 6.6.1.4 Study policies, regulations, rules, and procedures and recommend actions in the following areas: hiring, retention, tenure, promotion, and evaluation of academic personnel; hiring, retention, promotion, and evaluation of academic support personnel and graduate assistants; benefits for academic and support personnel; faculty development; and other matters directly to the academic programs of the university.
    - 6.6.1.5 Annually review and report to the Faculty Advisory Council proposed legislation that may impact the educational process, employee benefits, working conditions, and/or the strategies for the execution of the university's mission.
    - 6.6.1.6 Study policies, regulations, rules, and procedures and recommend actions on policies affecting University development and use of resources impacting academic programs; and establishment, reorganization or discontinuation, of organizational units/areas of instruction or research.
  - 6.6.2 Members shall be appointed by the Chair of the Faculty Advisory Council annually with the advice of the Executive Committee and the consent of the Faculty Advisory Council. The Senior Vice President for Strategy & Business Services, the Chief Government Relations Officer, and the Deputy Chief Government Relations Officer and Director of Federal Relations shall serve as a non-voting, ex-officio members.

- 6.6.3 A chair for the committee shall be appointed by the Chair of the Faculty Advisory Council.
- 6.6.4 The chair shall be a member of the Strategic Budget Council.
- 6.7 Facilities and Operations Planning Committee
- 6.7.1 This committee has the responsibility to study policies, regulations, rules, and procedures and to recommend actions in the following areas: policies affecting computing, technology, and other support facilities affecting the academic environment; physical plant and facilities affecting the academic environment; and other related matters relating to campus planning and safety.
- 6.7.2 Members shall be appointed by the Chair of the Faculty Advisory Council annually with the advice of the Executive Committee and the consent of the Faculty Advisory Council. The Senior Vice President & Chief Operating Officer shall serve as a non-voting, ex-officio member.
- 6.7.3 A chair for the committee shall be appointed by the Chair of the Faculty Advisory Council.
- 6.7.4 The chair shall be a member of the Executive Facilities Council.
- 6.8 Caucus Committees
- 6.8.1 The representatives from each college or school shall be known collectively as a Caucus. The Caucus shall facilitate communication on matters of importance to the faculty. The focus of communication shall be among representatives and among faculty, administration, and representatives in the college/school. They shall also nominate candidates for the Bylaws Committee and other committees as requested by the Executive Committee.
- 6.8.2 The representatives of each Caucus shall elect one from their membership to serve as Caucus Leader.
- 6.8.3 The Caucus Leader for each college or school shall be a member of their respective college or school's dean's leadership team.
- 6.8.4 The Caucus Leaders may meet collectively as needed to facilitate informal communication among and between the various colleges/schools and the Executive Committee on matters of broad importance to the faculty.
- 6.9 Other standing committees may be established by the Faculty Advisory Council that are necessary to carry out its functions. The purpose and makeup of these other standing committees will be described in the Faculty Advisory Council's published Bylaws and/or Rules of Procedure.

---

**Related Policies, Statutes or Rules**

---

[System Policy 12.04, Faculty Advisory Council](#)

Texas Education Code, section 51.3523

---

**Contact Office**

---

[Office of the President](#)

DRAFT