

## Law School Governance

**I. Classifications and Categories of Faculty.** Consistent with the University's Academic Classification and Rank Policy II.02.05,<sup>1</sup> the law school has the following classifications and categories<sup>2</sup> of its faculty:

*Tenure-Related:* Professor of any rank and the library director, if so designated

*Career:* (i) Lecturer, (ii) Instructor, (iii) Clinical Professor, (iv) Professor of Practice, (v) Librarian, (vi) Research Assistant, (vii) Research Associate, (viii) Research Professor

*Visiting:* (i) Professor, (ii) Lecturer, (iii) Instructor, (iv) Clinical Professor, (v) Professor of Practice, (vi) Librarian, (vii) Research Assistant, (viii) Research Associate (ix) Research Professor

*Pro Tempore:* (i) Lecturer, (ii) Instructor, (iii) Clinical Professor, (iv) Professor of Practice, (v) Librarian, (vi) Research Assistant, (vii) Research Associate, (viii) Research Professor

*Retired:* (i) Professor, (ii) Lecturer, (iii) Instructor, (iv) Clinical Professor, (v) Professor of Practice, (vi) Librarian, (vii) Research Assistant, (viii) Research Associate (ix) Research Professor

## II. Voting Procedures

### A. Eligible Faculty.

- (1) Tenure-Related and Career faculty members are eligible to vote if:
  - (i) They were hired after a vote of the full faculty; and
  - (ii) They were hired under promotion standards that set standards for teaching, research or other professional development, and service; and
  - (iii) They have at least a .5 FTE faculty appointment with the law school.
- (2) Tenure-Related faculty members on the Tenure Reduction Program are eligible to vote in any academic year in which they are teaching.

**B. Voting on Matters of Faculty Governance.** All eligible faculty members may vote on all matters of faculty governance except as provided in section IIC Personnel Matters.

**C. Personnel Matters.** For matters of promotion, only those eligible faculty members who have already attained the rank to which the candidate aspires may vote. The only

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<sup>1</sup> Available at <http://policies.uoregon.edu/academic-classification-and-rank>

<sup>2</sup> The classification is listed first in italicized type. The categories follow the colon.

exception is that all Tenure-Related faculty, regardless of rank or length of service, may vote on any promotion of Career faculty to any rank.

**D. Manner of Voting.** The law faculty votes by a show of hands, except that

- (1) Votes on appointments decisions are cast by confidential written ballot;
- (2) Votes related to faculty promotion are cast by confidential written ballot;
- (3) Votes related to any matter may be cast by confidential written ballot upon motion of any faculty member and majority vote of the faculty.

Written ballots shall be retained as required by applicable law.

**E. Absentee Voting.** Except in cases of promotion and tenure, eligible faculty members must be present at a faculty meeting in order to vote. For purposes of this policy, faculty members are present at a faculty meeting if they are attending that meeting via live teleconference from the Portland campus. Faculty members are not present at a faculty meeting if they are attending by telephone or teleconference from any other location unless they are on sabbatical or other approved leave.

### III. Faculty Meetings

**A. Generally.** Any questions regarding conduct at faculty meetings, the interpretation or operation of these rules, or as to how to conduct procedures not covered by them should be decided with reference to the values of informed governance, collegiality, and professionalism and through a common sense judgment of the Dean (or his or her designee) as chair of the meeting. If there is an objection to the judgment of the Dean as to these matters, it shall be resolved through a brief discussion and vote of the eligible faculty.

**B. Quorum.** More than half of the available eligible faculty must be present at a faculty meeting to have a quorum. The following eligible faculty will not be included in determining the total number of available eligible faculty:

- (1) Eligible faculty who are on leave and who are not in attendance at a faculty meeting and
- (2) Eligible faculty who have notified the Dean at least one day in advance of a faculty meeting that they will not be in attendance as a result of conflicting University of Oregon business.

**B. Notice.** In order to allow time for careful consideration of matters of faculty governance and to facilitate voting, matters for consideration at faculty meetings should be forwarded to the Dean and eligible faculty no later than two days prior to the scheduled faculty meeting. In the case of time-sensitive matters about which such notice was impossible or impracticable, matters may be raised at the discretion of the Dean with less than two days' notice.

### **C. Attendance and Participation.**

(1) **Attendance at Regular Faculty Meetings.** All eligible faculty are expected to attend all faculty meetings. Attendance by and participation of other faculty, administrators, and staff is welcome and strongly encouraged. Students, other affiliates, and members of the public are welcome to attend.

(2) **Attendance in Executive Session.** Executive Sessions may be called for the purpose of making personnel-related decisions or other purposes allowed by the Oregon Public Meetings Law. Attendance at such Executive Sessions may be limited to faculty who are eligible to vote on the issue under consideration (see IIC Personnel) and others as required by law.

(3) **Participation.** To speak at a meeting, a person must be recognized by the Dean (or his or her designee) as chair of the meeting. Only one person can be recognized at a time and only one person shall speak at a time. Unless responding to a specific question directed to them, meeting attendees who have spoken should wait to speak for a second time until all others who wish to speak have had the opportunity. Meetings typically are accompanied by an agenda in which approximate times are allotted for specific agenda items. Although it is understood that these are approximate, when speaking and planning to speak, meeting attendees should try to be mindful of these and adhere to them.

**D. Motions.** Motions from faculty committees may come as seconded motions. Other motions, including motions to amend a motion, table a motion, or refer a motion to committee, must be made and seconded before being discussed.

During a discussion of a motion, any eligible faculty member may propose to amend the motion. A motion, following amendment if any, shall be disposed of in one of four ways: It may be tabled, adopted, rejected, or referred back to a committee. Once the faculty has voted on a motion, it may not be discussed further at that meeting.

(1) **Voting on a Motion.** A motion can be adopted or rejected by a majority vote. For votes on motions, a majority is more than half of the votes cast, with abstentions counting as a refusal to cast a vote by an eligible faculty member in attendance. In the event of a tie, the motion or other matter under consideration fails.

(2) **Amending a Motion.** An amendment to a motion can be proposed, debated, further amended, and finally adopted or rejected by a majority vote of those voting. If it is adopted, it becomes part of the motion. If it is rejected, the discussion returns to the motion.

(2) **Tabling a Motion.** If a motion is tabled, it cannot be raised again at that meeting.

(3) **Referring a Motion to Committee.** A motion may be referred to a committee for further review only if a majority of eligible faculty in attendance at the meeting determines that further research is required. The committee chair must either take action or report progress at the next regular meeting.