

*Bylaws of the
College of Visual and Performing Arts*

Approved by the faculty: December 3, 2008

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Ad Hoc By-laws Committee:

Tommy Britt, Andy Bursten (ex officio), Lynne Constantine (chair), Dan Joyce, Howard Kurtz, Scott Martin, Linda Miller, Tom Owens, Vicki Salmon, Nicole Springer, Alice Watts (ex officio)

Bylaws of the College of Visual and Performing Arts

ARTICLE I: Membership

Section 1.

- a. The Faculty of the College of Visual and Performing Arts (hereafter referred to as the Faculty) is composed of the Dean of the College and all persons in the College holding tenured, tenure-track, term, adjunct, or administrative faculty appointments who provide instruction and/or engage in scholarship and service. (This definition of the Faculty is intended to be informed and limited by the terms as defined in the George Mason University Faculty Handbook).
- b. The right to vote on business of the Faculty, including elections to offices and committees, shall be held by any member of the Faculty holding a full-time tenured, tenure-track, term, or administrative appointment. Full-time faculty holding dual appointments within the University shall have the right to vote, if their primary affiliation is in the College of Visual and Performing Arts. Each school, department, and program may elect one person from among its adjunct faculty, who has taught at least twelve credits within four consecutive years, to hold the right to vote on the business of the Faculty. The term of election and the method of election for the adjunct faculty member shall be determined by the faculty of the school, department, or program. Voting membership during the summer shall be limited to Faculty members holding voting membership in the last prior term who will return as voting members in the next succeeding term, whether or not engaged in summer session teaching duties.
- c. In keeping with the tradition of faculty governance and as a part of the professional responsibilities of faculty members, all members of the Faculty holding full-time tenured, tenure-track, term, or administrative appointments are expected to attend meetings of the Faculty, to attend meetings of the committees to which they are elected or appointed, and to participate in the work of the Faculty.

Section 2.

- a. The Dean of the College, prior to the first Faculty meeting of each semester, shall certify to the Secretary of the Faculty the names of all persons holding academic rank, and for each name shall indicate the classification of either voting member or of non-voting member, as shall be appropriate. Changes of individual status that affect eligibility to vote shall be similarly communicated

to the Secretary of the Faculty with the appropriate new classification.

- b. The Dean of the College, prior to the end of the spring semester, shall certify to the Secretary of the Faculty a list of those Faculty members as defined in Section 1, paragraph b of this article.
- c. It shall be the duty of the Secretary of the Faculty to keep and maintain for use by the Chair and the Parliamentarian current records of the eligibility to vote of all persons holding academic rank.
- d. It shall be the duty of the Secretary of the Faculty to resolve any challenges raised by a voting member to the eligibility of another person holding academic rank to vote.

ARTICLE II: Officers

Section 1.

- a. Faculty holding voting membership shall elect from their own number a Chair, a Chair *pro tempore*, and a Secretary of the Faculty at the final scheduled meeting of the academic year. Nominations for these positions shall be made from the floor. Except when a motion to cast a unanimous ballot is passed, voting for officers shall be by secret ballot. In the event that no candidate for one of these offices receives an absolute majority of the votes cast, a runoff vote will be held between the two candidates who received the most votes. Officers shall serve for a term of twelve months commencing with the first Faculty meeting of that academic year, but may not serve in a given office for more than three consecutive years.
- b. The Chair shall appoint a Parliamentarian to serve for a term of 12 months commencing with the first faculty meeting of that academic year. The name of the Parliamentarian shall be given to the Secretary of the Faculty not later than two weeks before the first faculty meeting of the academic year.
- c. The general responsibility of the officers of the Faculty is to attend to the academic interests and business of the College and its Faculty, to manage the meetings of the Faculty, and to promote the intellectual and artistic enrichment of the life of the College and its Faculty, in partnership with the College administration.

Section 2.

- a. The Chair of the Faculty is responsible for the management of the work of the Faculty meetings, provides leadership for creating the agenda for Faculty meetings, presides over meetings of the Faculty, represents the Faculty as appropriate in University affairs, oversees the work of committees, and serves as a member of the Dean's Committee of the College.
- b. The Chair *pro tempore* assists the Chair in the management of the work of the

- Faculty meetings, presides over meetings of the Faculty in the absence of the Chair, and represents the Faculty as appropriate in University affairs.
- c. The Secretary of the Faculty is responsible for the records of the College Faculty and of Faculty meetings, in conjunction with the Dean's office, including the recording of minutes of each Faculty meeting, the maintenance of records of the eligibility to vote of all persons holding academic rank, the maintenance of an accurate current list of all Faculty committees with their charges and composition, and the maintenance of an archive of Faculty meeting agendas and minutes. He or she will also resolve any challenges raised by a voting member to the eligibility of another person holding academic rank to vote, and will verify and assure that agendas for Faculty meetings are distributed to the Faculty in a timely fashion.
 - d. The Parliamentarian serves as adviser to the Chair on process and protocol in the conduct of meetings of the Faculty.
 - e. The four officers will constitute an Executive Committee, the functions of which are outlined in Article V, Section 1, Paragraph d.

ARTICLE III: Responsibilities of the Faculty

Section 1.

The Faculty shall have for its primary concern the general educational policies and processes for degrees and programs in the College of Visual and Performing Arts.

Section 2.

It shall be within the province of the Faculty:

- a. In consultation with the Dean, to authorize conferral of degrees upon students who have been certified by the registrar to have fulfilled the requirements set for them;
- b. To make recommendations in the selection of the President of the University, deans, and other appropriate University officers (e.g., department chairs, the Provost);
- c. To make recommendations in matters of faculty welfare, professional conduct, hiring, retention, promotion, dismissal and grievances;
- d. To promote growth and development of curricula in the College of Visual and Performing Arts;
- e. To oversee regulations governing evaluation and acceptance of credits transferred from other institutions;
- f. To develop proposals for new degree programs;
- g. To make recommendations in matters pertaining to standards of admission to the College of Visual and Performing Arts;
- h. To support organization of the College into academic units or departments;
- i. To support operations of the University libraries; and,
- j. To maintain academic requirements for degrees.

Section 3.

The Faculty may consider, act upon or make recommendations upon such other subjects not mentioned above as may fall within the scope of its control or concern.

ARTICLE IV: Meetings of the Faculty

Section 1.

Meetings of the Faculty shall be conducted according to *Roberts Rules of Order, Newly Revised* except as the rules and procedures prescribed therein have been or shall be modified by adoption of these or future bylaws or standing rules. The presiding officer of all meetings of the Faculty shall be the Chair of the Faculty or the Chair *pro tempore*. In their absence, an acting chair shall be elected from among the voting members of the Faculty present.

Section 2.

- a. Meetings shall be open to all members of the Faculty of the College of Visual and Performing Arts, as defined in Article I, Section 1, Paragraph a.
- b. In addition, meetings shall be open to members of the public, who may attend as observers.

Section 3.

- a. Any person recognized by the Chair may participate in the discussion of any item of business brought forth upon the floor, but only voting members of the Faculty may make and second motions, and vote.
- b. All members of standing and *ad hoc* committees may be present at the meeting(s) of the Faculty during consideration of a report from their respective committee(s) and may participate in such consideration, but only those committee members who are voting members of the Faculty may have the privilege of making motions and voting.
- c. Freedom of discussion shall be the rule, and to that end the presiding officer shall ensure that debate shall not be monopolized by one participant or by a small group of participants.

Section 4.

The Faculty may go into closed session by majority vote. Only voting members of the Faculty may be present during a closed session.

Section 5.

- a. The Chair of the Faculty, in consultation with the Dean, the Executive Committee, and the chairs of the Standing Committees shall prepare the agenda and arrange for its distribution seven days before the meeting to all voting members of the Faculty and appropriate administrative officers of the University.
- b. All members of the Faculty may submit items of business for inclusion on the agenda. The Secretary of the Faculty shall place all items submitted on the agenda. Non-voting members may submit items for discussion, but motions on those subjects may be made only by voting members.
- c. Explanatory or background information on all agenda items shall be prepared by the sponsor of the item and shall be attached to the agenda. Agenda items submitted for Faculty action by voting members shall be accompanied by the text of all principal motions on pertinent matters and shall be circulated with the agenda.

Section 6.

- a. At least one meeting of the Faculty shall be scheduled each semester within the first three weeks of the semester for, at a minimum, the purpose of filling committee vacancies. A meeting must be held not later than one week after the last day of classes of the spring semester for approval of degrees and election of officers.
- b. When the agenda of a scheduled meeting is not completed on the appointed day, the meeting will be recessed or adjourned, then convened as agreed upon, and the agenda shall be completed.

Section 7.

- a. The Chair may call a special meeting of the Faculty on his or her own initiative.
- b. In response to a petition signed by twenty percent of the voting members of the Faculty, the Chair must call a special meeting to be convened within eight days.
- c. Special meetings of the Faculty may be called to consider changes in these bylaws or for other urgent business that cannot wait until the next regularly scheduled meeting.
- d. The written call to the special meeting shall include a statement of the purpose of the meeting and shall be distributed to all voting members of the Faculty at least two instructional days before the meeting.
- e. Faculty action within the special meeting shall be limited to business stipulated in the call to the meeting.

Section 8.

The quorum for Faculty meetings shall consist of not less than one third of the voting members of the Faculty as defined in Article I, Section 1, Paragraph b. However, the quorum for authorizing the conferral of degrees, certificates and endorsements, and for considering matters related thereto, shall be a minimum of ten percent of the voting Faculty as defined in Article I, Section 1, Paragraph b.

Section 9.

a. The order of business for the Faculty meeting shall be:

1. Call to Order
2. Approval of Minutes
3. Deans' Reports
4. Committee Reports
5. Old Business
6. New Business
7. Announcements
8. Adjournment

b. Minutes for each Faculty meeting shall be sent to the Faculty within two weeks of the meeting; these minutes will also be posted on the designated faculty website of the College of Visual and Performing Arts.

Section 10.

- a. Balloting shall be by voice vote or by a show of hands upon a call by the presiding officer for the "yeas" and "nays." A member upon request may cause a secret ballot to be taken. Absentee and proxy ballots shall not be counted in taking votes by any of the above methods.
- b. Upon the affirmative vote of a majority of the voting members present and voting, any matter of substantive nature may be submitted to a vote by email ballot or other electronic ballot of the whole voting membership of the College Faculty. The due date for each vote will be included on the electronic ballot. It shall be the duty of the Secretary of the Faculty to prepare and distribute ballots to voting members. It shall be the duty of the Secretary of the Faculty and the Parliamentarian to receive and count ballots, and to report the results to the Chair of the Faculty before the next regular meeting. The ballots shall set forth arguments "for" and "against" the motion at issue. The "for" remarks will be prepared by the mover of the proposal; the "against" remarks will be prepared by persons designated by the chair from among those opposing the pending motion. The Secretary of the Faculty will devise a means for protecting the anonymity of those voting. The issue will be decided by a majority of the valid ballots received by the Secretary of the Faculty, provided that ballots are

received from at least one half of the Faculty members eligible to vote.

Section 11.

Items of new business not appearing on the agenda may be introduced from the floor by any member of the Faculty after consideration of all agenda items has been completed, but disposition of any item introduced without prior notice and related information may be carried over to the next general meeting of the Faculty if five voting members support a motion to carry it over. A motion carried over under this provision shall appear on the agenda of the next regular meeting as an item of old business and shall be supported by background information as provided in Section 5, Paragraph c of this article.

Section 12.

The Secretary of the Faculty shall prepare the minutes of all meetings of the Faculty. The minutes shall be prepared in a style that shall convey the essence of discussion on each item of business considered. The minutes shall be distributed to the voting Faculty of the College of Visual and Performing Arts and to appropriate officers of the University and made available to members of the public in attendance as specified in Section 2, Paragraph b of this article. At least one copy of the minutes of every meeting shall be preserved as part of the permanent archives of the University. The minutes, which shall be open for inspection by any member of the community, shall be kept in the custody of the Secretary of the Faculty.

ARTICLE V: Committees

Section 1.

- a. The Dean's Committee represents all enterprises of the College: academic, professional, and community. The purpose of the Dean's Committee is to increase communication and collaboration among the College's constituencies. The Dean reports on the work of this committee to the Faculty.

At a minimum, the Dean's Committee shall be comprised of the Dean, Associate and Assistant Deans (ex officio), the Chief Financial Officer of the College (ex officio), the Chair of the Faculty, the Secretary of the Faculty, one representative from each Standing Committee and Ad Hoc Committee, the Executive Director of the Center for the Arts, the Executive Director of the Hylton Performing Arts Center, and one representative from each College-related professional and community organization, as agreed upon by the Dean and the Chair of the Faculty. As the committee's business dictates, the Dean may also invite representatives from any academic school, department, or program in the College of Visual and Performing Arts not otherwise represented, or from other academic, professional, or community groups.

- b. The Chairs and Directors Committee is responsible for the development of a strong college identity through inter-unit collaboration, discussion of management issues, and advisement to the Dean on academic and other initiatives. Members bring concerns from their units to this Committee and report back to their units.

The Chairs and Directors Committee shall be comprised of the Dean, Associate and Assistant Deans, the Chief Financial Officer of the College, and the chairs and directors of the College's schools, departments, and programs.

- c. The College Space Committee works with administration, faculty, and staff in the College of Visual and Performing Arts and with University space management staff on College space and facilities planning. The Committee reviews all spaces managed by the College, including instructional, shared, and office spaces. The Committee considers the space requirements for undergraduate and graduate programs of the College, respecting the artistic needs of each program. Shared space assessment takes into account the College's commitment to the advancement of our academic, professional, and community constituencies.

The Committee provides guidance to the College and its schools, departments and programs regarding appropriate procedures, policies, and timelines to be followed for the allocation of space. The Committee ensures that all University and College procedures and policies are followed.

The Committee consists of members who have scheduling responsibilities: one voting faculty member from each school, department, or program, appointed by the chair or director of that unit; one non-voting staff member from each school, department, and program, appointed by the chair or director of that unit, and non-voting members of the College administration appointed by the Dean, to include at a minimum the Executive Director of the Center for the Arts, the Executive Director of the Hylton Performing Arts Center, the Chief Financial Officer, the Director of Graduate Studies, and the Undergraduate Coordinator.

The Senior Associate Dean chairs the College Space Committee and serves as a coordinator among all constituencies. The Chair presents the Committee's recommendations to the Dean and to University space management staff.

- d. The Executive Committee is composed of the Chair of the Faculty, the Chair *pro tempore*, the Secretary of the Faculty, and the Parliamentarian. The Executive Committee meets as needed to plan agenda items for the Faculty meetings and business that might arise between Faculty meetings, as appropriate.
- e. Standing Committees shall be those permanent committees whose respective charges shall be established by the Faculty and whose Faculty members are elected by the Faculty. Designated ex-officio members appointed by the Dean may not vote on

committee proceedings. Standing Committees are Curriculum; Promotion and Tenure; Grievance and Academic Freedom; Artists in Action; and Diversity, Equity, and Inclusion.

1. **The Curriculum Committee** reviews and makes recommendations on all proposals for College curriculum initiatives, including proposals for new courses or curricula, deletion of or modifications to existing courses or curricula, and revisions to all College undergraduate and graduate program requirements.

The Curriculum Committee provides guidance to the College's schools, departments, and programs regarding appropriate procedures, policies, and time lines to be followed for the preparation and presentation of curricular proposals and ensures that all University and College curriculum procedures and policies are followed.

Any curriculum proposal must have been voted on by the full faculty of the unit, or units, affected by the proposal before the Curriculum Committee will consider it. For unit votes on curriculum, quorum and voting eligibility shall be determined by the bylaws or other governance documents of the unit, or units, affected by the proposal.

Once a matter has been properly brought before the committee, the committee must respond to the proposal in a timely fashion with one of three actions: 1) the committee recommends the proposal for approval by the CVPA Faculty and adds the proposal to its next committee report; 2) the committee returns the proposal to the originating unit with a request for further information or for modification and resubmission; or 3) the committee declines to recommend the proposal and returns it to the originating unit with information on the reasons for declining. The committee's initial response shall take place as expeditiously as possible, with the intent that final disposition of the proposal normally shall take place within 90 days of receipt of the proposal.

Any curriculum proposal considered by the committee must be voted on by all members of the committee and must receive approval of a majority of committee members before it can be brought forward for consideration by the College Faculty. Such committee votes normally will be conducted at committee meetings, but at the discretion of the committee chair may be conducted via email as provided in Article V, Section 1, Paragraph h.

The committee's recommended actions will be presented by the committee chair to the College Faculty, which will make the final determination with respect to the disposition of the proposal at a College Faculty meeting. If, during the 90-day period for committee consideration described above, the committee takes no action on a proposal properly submitted to it, the curriculum committee chair (or designee) of any unit that has properly voted to advance the proposal may request

that the Chair of the Faculty take such steps as may be necessary to have the proposal added to the agenda of a College Faculty meeting.

2. **The Promotion and Tenure Committee** serves as the promotion and tenure review committee for all Faculty of the College of Visual and Performing Arts. It accepts recommendations from the College's schools, departments, and programs, deliberates, votes, and forwards its own recommendation to the Dean of the College following the timeline set forth by the Office of the Provost, and in accordance with the procedures and criteria outlined in the George Mason University Faculty Handbook. Committee members under review for promotion during their term of service shall recuse themselves from participating in all deliberations and from voting on their own case. A committee member who has any special connection, past or present, to a person under review for promotion or tenure shall recuse himself or herself from the case. Such connections include, but are not limited to, domestic or romantic relationships; extended research or performance partnerships that are outside of ordinary and customary collaborations within or between units, disciplines, and individual faculty members of CVPA; joint financial interests; conflicts of interest; and prior history of grievances. Only committee members with the rank of full professor may review, vote on and make recommendations on promotion cases from associate to full professor. In the event that the committee has fewer than three full professors serving, the committee shall request additional full professor[s] from the Office of the Dean to review promotion cases from associate to full professor. With the exception of cases involving promotion to full professor and cases in which a specific committee member has recused himself or herself from considering a particular case, all members of the committee must vote on all cases, and approval requires a majority of those voting.
3. **The Grievance and Academic Freedom Committee** oversees and investigates issues related to the academic freedom, conditions of employment, and charges of unprofessional or unethical conduct brought by one Faculty member against another. This Committee is particularly charged to be alert to instances of inequitable treatment. All grievances, however, that deal with alleged discrimination and/or sexual harassment are referred directly to the University's equity officer or to the appropriate University committee charged with the investigations of these complaints. A committee member who has any special connection to one or more parties in a grievance shall recuse himself or herself from the case. With the exception of cases in which a specific committee member has recused himself or herself, all members of the committee must vote on any recommendations to be issued by the committee, and approval requires a majority of those voting.
4. **The Artists in Action Committee** is a student-driven committee that seeks to develop and promote an appreciation of the arts through events and programs for Mason and surrounding communities. It serves to foster a community atmosphere among all arts disciplines and addresses student concerns. The Committee may

initiate actions on its own and review student or faculty proposals. It shall forward its recommendations to the appropriate offices or committees of the College. Voting will be limited to Faculty committee members and student representatives; however, committee meetings are open to all students and Faculty.

5. **The Committee on Diversity, Equity and Inclusion** is responsible for promoting diversity, equity, and inclusiveness in the life of the College. Its purview includes gathering information about diversity within the College; bringing educational opportunities to the attention of faculty and staff; responding to diversity issues as they relate to academic programming, to recruitment and retention of students, to visual and performing arts experiences, to our extended community of professionals in the arts, and to audiences for the arts; and to the hiring, retention, and quality of work life for faculty and staff of the College.

In promotion of its responsibilities, the Committee initiates actions on its own; issues reports on its activities, including recommendations for consideration, to the Faculty at Faculty meetings; and responds to requests from the Faculty and staff and from the Dean, who works with the University's Office of Equity and Diversity. Meetings of the Committee are open to all members of the College and University community; the right to vote on committee business, however, shall be reserved to members of the committee.

- f. *Ad Hoc* Committees shall be those established by the Faculty on their own initiative or at the request of the Dean for consideration of special or transient issues. Establishment of an ad hoc committee requires an affirmative vote of a majority of Faculty members present and voting at the Faculty meeting. If no term is specified, the committee is deemed to serve until it issues a final report.
- g. The Secretary of the Faculty shall maintain an accurate and current list of all committees of the Faculty with their charges and composition, which shall be open for inspection to all members of the academic community.
- h. Each Standing Committee shall establish and follow a set of written operating procedures, which shall be reviewed and updated at the start of each academic year by the committee membership. Each procedural document will specify, among its procedures, the circumstances under which electronic voting will be permitted on committee business, along with a method for conducting such electronic votes. The updated procedures document shall be forwarded to the Secretary of the Faculty by the second Faculty meeting of each academic year. The Secretary shall make these procedural documents available for inspection by the entire Faculty.
- i. All Committees shall record the minutes of their meetings; submit the minutes in writing to the Secretary of the Faculty, the Associate Dean for Academic Affairs, and the Chief Financial Officer; and report on the work of the committees at each Faculty meeting. The minutes of Committee meetings and Committee reports shall be entered into the College's official records.

Section 2.

- a. Only individuals who are full-time teaching members of the Faculty and who will have completed at least one year of full-time teaching in the College of Visual and Performing Arts by the beginning of the proposed term of service shall be eligible for election to Standing Committees. For the purpose of this section, the duties of Chairs and Directors of schools, departments, and programs shall be considered to be full-time teaching.
- b. No Faculty member may serve on more than one standing committee, except as a one-semester faculty leave replacement; or, in the case of programs with too few full-time Faculty members to fill available standing committee assignments, only if one of the two committee assignments is the Artists in Action Committee.
- c. Service on the Standing Committees on Promotion and Tenure and on Grievance and Academic Freedom is limited to tenured faculty.
- d. The Promotion and Tenure Committee will have a minimum of two full professors who serve.
- e. The Artists in Action Committee includes, in addition to its Faculty representatives, two student representatives and one student alternate from each school, department, or program selected from a pool of volunteers, at the discretion of that school, department or program's faculty committee member. Names of the student representatives to the Artists in Action Committee shall be given to the Secretary of the Faculty not later than two weeks before the first Faculty meeting of the spring semester. Student representatives and alternates will serve a term of one year and may not serve more than three consecutive terms.

Section 3.

- a. Nominations in this section relate to those committees established by the College of Visual and Performing Arts.
- b. Each school/department/program shall select one Faculty member, with the consent of that Faculty member, for each standing committee. The method of selection shall be determined by the faculty of the school, department, or program. The names of these selected Faculty members shall be circulated in written form on the last Monday in March to all voting Faculty members.
- c. Degree-granting programs in the College of Visual and Performing Arts that are not housed in a single school or department will select one Faculty member, with the consent of that Faculty member, for each standing committee. If the program does not have sufficient faculty to fill each position, it will fill them in the order of: Curriculum; Promotion and Tenure; Grievance and Academic Freedom; Diversity, Equity and Inclusion; and Arts in Action.
- d. At the final scheduled Faculty meeting of the academic year, nominations shall be made from the floor and an election shall be held for the addition of one at-large member to each standing committee. In the event of an uncontested nomination, voting shall be by show of hands. Otherwise, voting shall be by secret ballot. In

the event that no candidate for one of these offices receives an absolute majority of the votes cast, a runoff vote will be held between the two candidates who received the most votes.

- e. School, department, or program vacancies with unexpired terms shall be filled by school, departmental, or program appointment until the next regular election. The method of selection shall be determined by the faculty of the school, department, or program. At-large vacancies shall be filled at the next regularly scheduled Faculty meeting, as specified in Article V, Section 3, Paragraph d.
- f. Except as may be otherwise specified, the usual term of election to any standing committee shall be for two years. Approximately one-half of the membership of each committee shall be elected each year.

Section 4.

- a. Following creation of an *Ad Hoc* Committee or of a new Standing Committee, which the Faculty has determined by its vote to be a matter of urgent necessity, nominations shall be made from the floor. Initial election of the members to a committee created under this procedure shall be determined by voice vote, or upon request, by secret ballot.
- b. In the absence of an urgent necessity determined under Paragraph a of this section, nominations shall be made and elections held according to the procedures prescribed for regular nominations and elections to standing and joint committees.

Section 5.

- a. Except as otherwise specifically provided, each Faculty committee shall elect its Chair from among its own membership and shall provide the name of that person to the Secretary of the Faculty not later than two weeks after the first Faculty meeting of the academic year. A quorum for conducting committee business shall normally be one-third of the committee's membership, except in those instances where these bylaws require a majority vote. Each committee may determine procedures for maintaining appropriate records of its activities to meet the requirements of Article V, Section 1, Paragraph i.
- b. Committees shall normally serve from the beginning of the fall semester until the end of the spring semester. However, all committees are also authorized to function as necessary over the summer.

Section 6.

- a. The Faculty may authorize student representation on any standing or *ad hoc* committees except for Curriculum, Grievance and Academic Freedom, and Promotion and Tenure. To be eligible for nomination, undergraduate student representatives shall have completed at least 54 semester hours of academic work, shall have completed one academic year of full time study at George Mason University prior to the start of their committee service, and shall be in good academic standing; graduate students representatives shall have completed at least

18 graduate credits of academic work at Mason, and shall be in good academic standing. No student representative may serve concurrently on more than one committee.

- b. The Faculty may authorize and invite other appropriate members of the academic community to serve on its committees except for Curriculum, Grievance and Academic Freedom, and Promotion and Tenure.
- c. Students and other invited members may be accorded full rights and privileges of committee membership upon majority vote of the committee.

Section 7.

Any Faculty committee may be required by majority vote of the Faculty to report to it at a specified later meeting any matter referred by action of the Faculty to the charge of that committee. Upon receipt of its report, the committee may be discharged of further responsibility for the matter.

Section 8.

The decision-making authority of the Faculty shall not be delegated to a committee or to any other agent without right of review by the Faculty.

ARTICLE VI: The Faculty Senate and Graduate Council

Section 1.

- a. The Faculty of the College of Visual and Performing Arts shall elect members to serve in the Faculty Senate.
- b. Only individuals who are full-time teaching members of the Faculty and who shall have completed at least one year of full-time teaching in the College of Visual and Performing Arts by the beginning of the proposed term of service shall be eligible for election to the Senate. For the purpose of this section, the duties of chairs and directors of the schools, departments, and programs of the College shall be considered to be full-time teaching.
- c. Senators shall be elected for staggered terms of three years commencing with their election during the spring semester. The procedures for the election of senators shall be the same as those specified in Article V, Section 3, Paragraph d of these bylaws.

Section 2.

- a. The Faculty of the College of Visual and Performing Arts shall elect one representative to serve on the Graduate Council.
- b. The qualifications for the Graduate Council representative will follow the requirements in the Graduate Council bylaws. At a minimum, the Graduate Council representative must be a member of the graduate faculty and may not be a chair or director of a school, department or program.

- c. The procedures for the election of the Graduate Council representative shall be the same as those specified in Article V, Section 3, Paragraph d of these bylaws.

ARTICLE VII: Effective Date and Amendment

Section 1.

These bylaws shall become effective December 3, 2008.

Section 2.

All motions to amend these bylaws shall be read and debated at two successive Faculty meetings in the same academic year and no fewer than 30 days apart. A meeting of the Faculty held to complete the agenda of a previous meeting shall not count as a “successive” meeting within the meaning of these bylaws. Following the second debate, a ballot will be prepared and distributed. A two-thirds majority of the members voting shall be required for passage of such an amendment.