

**FRANK BATTEN SCHOOL OF LEADERSHIP AND PUBLIC POLICY  
FACULTY BYLAWS**

Date: Revised May 2019

Policy ID: FAC-001

**Composition of the Faculty**

The faculty of the Batten School comprises four categories:

**A. Governing faculty**

1. The governing faculty of the Batten School include:
  - a) Full-time faculty at the University of Virginia<sup>1</sup> who hold a multi-year primary appointment in the Batten School.
  - b) Full-time faculty from other units of the University of Virginia who direct centers sponsored or cosponsored by the Batten School.
  - c) Full-time faculty who have a formal, multi-year joint appointment with the Batten School where at least one-third of their time and effort during the academic year (excluding the summer) is paid by the Batten School.

**B. Affiliated faculty**

1. The affiliated faculty of the Batten School include other full-time faculty at the University of Virginia who have a high degree of involvement in the School as evidenced by:
  - a) A significant, ongoing record of scholarly research in the field of public policy, or
  - b) Teaching courses that are an integral part of the Batten School's curriculum.
2. Affiliated faculty members are appointed by the dean for three-year renewable terms upon the recommendation of the Executive Committee.

**C. Part-time or single-year faculty**

1. Part-time faculty in the Batten School are those who are paid wages for the specific courses they teach, rather than a salary, and are appointed at less than 0.5 fte by the dean on the recommendation of the Associate Dean for Academic Affairs.
2. Single-year faculty are full-time faculty at the University of Virginia who hold a single-year appointment in the Batten School.

**D. Visiting faculty**

1. Members of the visiting faculty are appointed by the dean for renewable terms upon the recommendation of the Executive Committee.

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<sup>1</sup> For the purposes of this document, "full-time faculty at the University of Virginia" refer to salaried faculty at UVA with a 0.5 fte or greater appointment.

## **Powers of the Faculty**

### **A. Powers of the Full Faculty**

1. All members of the faculty described in the categories above are entitled to attend meetings of the full faculty.
2. Meetings of the full faculty shall be held at least once per semester.

### **B. Powers limited to the governing faculty**

1. Members of the governing faculty, as described above, have voting rights and the responsibility to:
  - a) Approve candidates for graduation.
  - b) Elect the Executive Committee.
  - c) Elect the School's representatives to the Faculty Senate.
  - d) Adopt bylaw revisions by majority of the full membership of the governing faculty exclusively upon the recommendation of the Executive Committee. Bylaws changes must be voted on with at least two weeks written notice. Voting on bylaws revisions is by secret ballot, with voting allowed in person, electronically, or by proxy.
  - e) Approve the establishment of new degree and non-degree programs, upon the recommendation of the Executive Committee.
  - f) Approve major policy changes, including the roles and responsibilities of faculty, committees, and deans, program requirements (including new courses and deletion of old courses), and terms of joint programs.
  - g) Appointment of full-time non-tenure-accruing faculty in the Batten School.
  - h) Joint appointments to the Batten School of full-time non-tenure-accruing faculty.

### **C. Powers limited to tenured and senior non-tenure track members of the governing faculty**

1. Members of the governing faculty holding the same or higher rank as that sought by the faculty member in question will vote on a recommendation to the dean on the promotion of full-time non-tenure eligible faculty with primary appointments in the Batten School.

### **D. Powers limited to tenured and tenure-accruing members of the governing faculty**

1. After receiving a report from an ad hoc search or appointment committee, the tenured and tenure-accruing members of the governing faculty will make a recommendation to the dean on the following decisions about faculty personnel:
  - a) Appointment of full-time tenured and tenure-accruing faculty with primary appointments in the Batten School.
  - b) Joint appointments to the Batten School of full-time tenured and tenure-accruing faculty.
2. After receiving a report from the Executive Committee, the tenured and tenure-accruing members of the governing faculty will make a recommendation to the dean on the following decisions about faculty personnel:

- a) Granting of governing faculty status to full-time faculty who have a contractual arrangement with the Batten School for at least three years.

**E. Powers limited to tenured members of the governing faculty**

1. The tenured members of the governing faculty holding the same or higher rank of the faculty member in question will vote on a recommendation to the dean on the following decisions about faculty personnel:
  - a) Tenure of full-time faculty with primary appointments in the Batten School.
  - b) Promotion and reappointment of full-time tenure-accruing faculty with primary appointments in the Batten School.
  - c) Tenure in the Batten School of faculty who have formal joint appointments in the Batten School.
  - d) Promotion in the Batten School of faculty who have formal joint appointments in the Batten School.
2. After receiving a report from the Executive Committee, the tenured members of the governing faculty will vote on a recommendation to the dean on the following decisions about centers:
  - a) The establishment, renewal, or reorganization of centers sponsored or cosponsored by the Batten School.
  - b) The appointment or reappointment of centers' academic directors.

**The Executive Committee**

- A. The main policy making body in the school is the Executive Committee. The Committee assists the dean in formulating educational, instructional and research policies for consideration by the governing faculty. It helps determine the school's structure and major operating procedures, such as school organization, requirements for admission and graduation, and other educational matters.