

12.04.99.K1 Faculty Advisory Council

Approved: October 27, 2025
Next Scheduled Review: October 27, 2030



Rule Summary

This rule establishes the Faculty Advisory Council at Texas A&M University-Kingsville (TAMUK). It outlines the processes for membership and representation, roles and responsibilities, terms of service, officer appointments, and meeting procedures in compliance with Texas Education Code § 51.3522.

This rule is required by System Policy *12.04, Faculty Advisory Council*.

Rule

1. GENERAL

- 1.1. The Faculty Advisory Council (the “Council”) will serve in an advisory capacity to the president on matters directly related to the academic programs of TAMUK, and it may not be delegated final decision-making authority on any matter.

2. MEMBERSHIP AND REPRESENTATION

- 2.1. Membership on the Council will be restricted to faculty members.
- 2.2. The number of members will be indexed to the number of full-time-equivalent faculty as indicated in Section 2.1 of System Policy *12.04*.
- 2.3. The Council will be composed of at least two representatives from each college or school. The university president will appoint one representative from each college or school, and the remaining representatives will be elected by a vote of that academic college or school’s faculty. Representation will be based on full-time-equivalent faculty as assessed each fall semester for the subsequent year, up to the number permitted in System Policy *12.04*.

3. ROLES AND RESPONSIBILITIES

- 3.1. The Council is responsible, in accordance with System policies and regulations, this rule, and state law, for advising the university president on matters concerning areas such as the following:
 - (a) faculty salaries, faculty salary raises, tenure, promotions, appointments, dismissals of faculty members, leaves, workloads, retirement, and any other matters affecting faculty,

- (b) student affairs such as orientation and guidance, financial aid and scholarship, extracurricular activities, standards of behavior, student housing, and student rights, and
- (c) official university publications.

4. TERMS OF SERVICE

- 4.1. Elected Members: Elected members of the Council will serve a two-year term, staggered in a manner that allows approximately one-half of the elected members to be elected each year.
 - 4.1.1. A member may be reelected after the second anniversary of the last day of the member's most recent term.
 - 4.1.2. No elected member may serve more than four years in any six-year period.
- 4.2. Appointed Members: Members of the Council appointed by the university president may serve up to six consecutive one-year terms and, upon the completion of six one-year terms, may only be reappointed after the second anniversary of the last day of the member's most recent term.
- 4.3. A member may be immediately removed from the Faculty Advisory Council for failure to fulfill their responsibilities as a Council member, failure to regularly attend Council meetings, or other similar misconduct in the following manner.
 - 4.3.1. In order to be removed prior to the expiration of their term, a recommendation from the Council's presiding officers must be submitted to the provost, who will review the matter and may recommend the Council member's removal to the university president or chief executive officer. The provost may also independently recommend a Council member's removal to the president or chief executive officer. Any removal must be approved by the president or chief executive officer.
 - 4.3.2. If the removal of a member leaves less than two members from that college or school, vacancies will be addressed as follows:
 - (a) If the member removed was appointed by the president, the president will appoint another member within thirty (30) days of the removal of the member, or
 - (b) If the member removed was voted upon by faculty, faculty will vote upon another member within forty-five (45) days of the removal of the member.

5. PRESIDING OFFICER APPOINTMENTS

- 5.1. The university president or chief executive officer will appoint a presiding officer, associate presiding officer, and secretary from the members of the Faculty Advisory Council.
 - 5.1.1. The presiding officer will preside over and create meeting agendas for the Faculty Advisory Council and represent the Council in official communications with the

institution administration and system administration. The individual appointed to this role will assist with establishment of committees on which council representation is needed, among other duties.

5.1.2. The associate presiding officer will perform the duties of the presiding officer in the presiding officer's absence or incapacity and support the Council as needed in collaboration with the presiding officer and the secretary.

5.1.3. The secretary will record Faculty Advisory Council attendance during meetings for the purpose of establishing a quorum and will prepare the official minutes of Council meetings.

6. MEETING PROCEDURES

6.1. The Faculty Advisory Council will conduct a regular meeting each month of the academic year (fall and spring long semesters).

6.1.1. The general faculty will be notified at least five working days in advance of each monthly meeting, including the date, time, place, and agenda of items for discussion, by posting on the Council's website and by e-mail.

6.1.2. No later than seven days before a meeting of the Council, the following will be made available to the public on the School's Internet website: a detailed meeting agenda and any curriculum proposals to be discussed or voted upon at the meeting.

6.1.3. Faculty Advisory Council meetings will be broadcast over the internet with live video and audio, as applicable, of each open meeting if more than 50 percent of members of the Council are in attendance.

6.2. A quorum consists of 60 percent of members, rounding to the nearest percent.

6.2.1. Faculty Advisory Council attendance will be recorded at each meeting by the Secretary

6.2.2. Each member will have one vote.

6.2.3. Council meetings at which a quorum of members is present will be conducted in a manner that is open to the public.

6.3. Robert's Rules of Order govern the Faculty Advisory Council in all cases that do not conflict with any rules of order adopted by the Council or prescribed by the university president.

6.4. Meeting minutes will be posted on the Faculty Advisory Council's website following approval by the Council.

6.5. The names of the members in attendance must be recorded at a meeting in which the Council conducts business related to a vote of no confidence regarding a school or system administrator; or policies related to curriculum and academic standards.

6.6. Special meetings of the Faculty Advisory Council may be called by the university president, by decision of the Council at a previous meeting, by the presiding officer, or by a petition signed by five members of the Council and presented to the presiding officer of the Council and the university president.

Related Statutes, Policies, or Requirements

[Texas Education Code § 51.3522 \(as enacted by S.B. 37, § 2.02 effective September 1, 2025\)](#)

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

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