Bylaws for the Standing Faculty of the Wharton School

ARTICLE I
Chair and Membership

Section 1. Chair. The Chair of the Faculty Meetings and head of its voting members is the Dean of the Wharton School.

Section 2. Voting Members. The following shall be voting members of the Faculty of the Wharton School:

a. All members of the standing Faculty of the Wharton School.

b. The President of the University of Pennsylvania.

c. The Provost of the University of Pennsylvania.

d. Any full time member of the standing Faculty of another school of the University of Pennsylvania having a valid current, voting appointment in a department in the Wharton School.

e. All members of the Faculty who are full-time lecturers who will become standing Faculty members upon satisfaction of any conditions associated with their faculty appointments.

Section 3. Non-voting Members.

a. All University of Pennsylvania standing Faculty who hold valid current secondary appointments without voting rights within the Wharton School, are eligible to attend faculty meetings.

b. All Practice Faculty, who hold valid current appointments with the Wharton School, are eligible to attend faculty meetings.

c. All Visiting Faculty members holding valid current appointments with the Wharton School are eligible to attend faculty meetings with the permission of the Dean’s Office.

d. Adjunct Faculty members and members of the Academic Support Staff shall be identified each academic year by their respective academic department chairs. Those with valid current appointments with the Wharton School are eligible to attend faculty meetings with the permission of the Dean’s Office.

e. All Wharton School Professors Emeriti/ae and Associate Professors Emeriti/ae are eligible to attend faculty meetings.

f. The Director of the Lippincott Library is eligible to attend faculty meetings.
ARTICLE II
Meetings

Section 1. Regular Meetings. Not later than the second week of classes at the beginning of the fall semester of each academic year, the Chair shall notify each member of the Faculty of the dates for the regular faculty meetings for the academic year.

Section 2. Special Meetings. Special meetings to deal with particular matters may be called at the discretion of the Chair, or upon the written request of twenty-five percent (25%) of the voting members of the Faculty.

Section 3. Notice and Agenda.

a. A written notice of all meetings shall be sent to all persons entitled to attend at least one week prior to the date set, giving the date, time, place, and complete agenda for the meeting. Business that is not on the agenda may not be brought before the Faculty except at the discretion of the Chair. Any items not previously identified on the Agenda which require a vote must be approved by two-thirds (2/3) of the voting Faculty present.

b. These notice requirements do not apply to an adjourned meeting provided that (a) the date, time and place are announced at the meeting being adjourned, and (b) oral or written notice is given to all persons entitled to attend at least forty-eight (48) hours prior to such adjourned meetings.

Section 4. Duration of Meeting. Unless a different adjournment time is specified in the call for the meeting, the Chair shall declare any meeting adjourned one (1) hour after the meeting begins.

Section 5. Quorums.

a. Except as provided in subsection b of this section, a quorum for any meeting of the Faculty shall be 50 percent (50%) of those eligible to vote.

b. A special quorum, which shall consist of twenty-five (25) voting members, shall be empowered to conduct the following types of business and no other:

(1) Debate and action on any committee report, which has been circulated or made available with the call to the meeting, including any amendments thereto not materially at variance with the report.
(2) Amend and approve minutes of a previous meeting.

(3) Approve list of candidates for degree.

(4) Refer to a standing or ad hoc committee any matter not otherwise eligible for consideration by special quorum.

Section 6. Voting. Voting shall be from any of the following methods at the discretion of the Chair: electronic vote, voice vote, show of hands, or secret ballot.

Section 7. Rules of Procedure. Except as otherwise set forth in these Bylaws, or by practice, the basic rules of procedure shall be those contained in the latest edition of Robert's Rules of Order.

Section 8. Guests. At the discretion of the Chair, members of the administrative staff may attend faculty meetings as observers in order that they may be current in matters affecting their respective offices, and in order that they may give reports. The Chair may invite other persons to attend faculty meetings as observers or to address the Faculty.

ARTICLE III
Committees of the Faculty

Section 1. Powers and Duties.

a. Committees of the Faculty are those that bear their ultimate responsibility to the Dean, Faculty, or some other administrative officer.

b. Committees of the Faculty may include those charged with responsibility in the areas including, but not limited to (1) curriculum, (2) academic standards, (3) granting of degrees, (4) academic freedom and responsibility, (5) Faculty personnel, (6) center/department review, and (7) designated ad hoc committees.

Section 2. Selection of Members.

a. Members of committees shall begin service on July 1 of the academic year during which they are to serve.

b. Members of the Committee of Academic Freedom and Responsibility shall be elected by the Faculty.
c. Except when some other manner shall be designated by the Faculty, members of committees shall be appointed by the Dean and Deputy Dean.

Section 3. Faculty Participation. Members shall be drawn primarily from the Standing Faculty.

ARTICLE IV
Representatives of the Faculty

Section 1. Representation. Whenever a representative of the Faculty of the Wharton School is called for on any University body, such representative shall be elected by the Faculty of the Wharton School or appointed by the Dean, Deputy Dean, Provost, President, or their representative. No persons otherwise chosen shall hold themselves to be or be deemed a representative of the Faculty.

ARTICLE V
Officers

Section 1. Chair. The Dean of The Wharton School shall be Chair of the Faculty and, in the absence of the Dean, the Deputy Dean shall act as Chair Pro Tempore. In the case of a temporary vacancy, the Interim or Acting Dean shall act as Chair Pro Tempore.

Section 2. Secretary. There shall be a Secretary of the Faculty who shall be elected at the last regular faculty meeting of each academic year to serve for the following academic year.

ARTICLE VI
Amendments

Section 1. Procedures. These Bylaws may be amended via electronic voting no later than one week in advance of a regular faculty meeting with a standard quorum required (50% of those eligible to vote). Amendments proposed at a regular meeting, without prior distribution, require a two-thirds (2/3) vote of the voting members recorded as present.