

University of Northern Colorado
FPAC Bylaws

- A. Name:** The name of this committee shall be: Faculty Perceptions of Administrators Committee (FPAC).
- B. Membership:** FPAC shall consist of one (1) full-time faculty member from each college and the University Libraries appointed by the Senate chair and confirmed by the Senate.
- C. Terms of appointment:** All committee members shall be appointed to two (2)-year terms. One-half (1/2) of the committee representation shall be appointed each year.
- D. Meetings of the committee:** The time and place of the first meeting of the fall semester shall be determined by the Faculty Senate chair. One-half (1/2) of the committee membership shall constitute a quorum.
- E. Committee leadership:** At its first meeting each year, the Committee shall elect a chair and vice chair to each serve for a term of one (1) year.
1. The chair will: **a)** call and run meetings, and **b)** report orally to the Faculty Senate on
 2. The vice chair will: **a)** serve as chair in the absence of the chair; and **b)** record meeting minutes as necessary.
- F. Responsibilities of the committee:** The responsibilities of the FPAC are to:
1. Promote a robust culture of shared governance between faculty and university administration.
 2. Conduct the Faculty Perceptions of Administrative Offices Survey during spring semester of the academic year.
 3. Compile the results of the survey and submit them to the Faculty Senate.
- G. Faculty Perceptions of Administrative Offices Survey**
1. **Purpose:** The purpose of the survey is to provide faculty the opportunity to share anonymous feedback on the work being done by administrative offices in the division of academic affairs and the office of the president. The feedback is collected to improve collaboration between faculty and administration in their work of shared governance. The survey is the primary formal mechanism the Senate uses to solicit feedback from the faculty.
 2. **Process:**
 - a. The survey shall be distributed to all members of the voting faculty in March of each year using the University's survey collection software. The survey will remain open for two weeks.
 - b. Each member of the voting faculty will receive a personalized survey link, to prevent duplicate responses. In the survey, each respondent will identify their home college and their graduate faculty status. However, no

identifiable information will be recorded from survey recipients, to ensure responses are anonymous.

- c. Upon closing of the survey, the FPAC shall compile and summarize the responses received in a report. The summary report will be presented at a Faculty Senate meeting before the end of the Spring semester. Upon approval of the Faculty Senate, the report shall be published on the Faculty Senate website.
- d. The complete, unaltered responses