Bylaws of
the Faculty of
Polytechnic Institute of NYU

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Bylaws of the Faculty

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ARTICLE I - NAME

The name of this organization is the Faculty of Polytechnic Institute of NYU (hereafter, Polytechnic).

ARTICLE II - PURPOSE, RESPONSIBILITIES, AND AUTHORITY

Section 1: Purpose

The purpose of the Faculty is to conduct those academic affairs of Polytechnic which are delegated to it by the Corporation in accordance with the Charter of the Institute and the Statement on Government of Colleges and Universities, American Council on Education, 1966. In addition, the Faculty has the prerogative of examining any matter bearing upon the academic affairs of Polytechnic in an effort to contribute to the continued well-being and improvement of the Institute.

Section II: Responsibilities (April 2004)

The Faculty is responsible for initiating, considering, and making final recommendations on questions of educational policy and problems arising therefrom concerned with current operations of Polytechnic, and long-range policy, including, but not limited to:

- admissions policies
- proposals for new degree programs and courses
- the establishment of new educational and research units
- the size of Polytechnic, and
- matters concerning the status and privileges of the Faculty.

A question is one of academic policy if it bears upon conditions affecting instruction, study, research, publication, and other scholarly or cultural activities of Faculty members and students, or the environment in which these scholarly and cultural activities are pursued. Consequently, any aspect of Polytechnic’s operation may be regarded as a question of educational policy and thus of concern to the Faculty. The Administration and the Faculty have a joint responsibility in resolving such questions.

With respect to personnel appointments, the Faculty exercises the following responsibilities:
1) To nominate each year one non-faculty person, not employed by the Institute, to serve a three-year term on the Corporation, as required by the Merger Agreement referred to in Section 3 of this Article;

2) To recommend candidates for all academic administrative positions, including those of President, Provosts, Academic Deans, and Department Heads.

3) To recommend faculty to serve on various Board committees.

The Institute calendar is prepared by the Administration and requires Faculty approval.

Other responsibilities of the Faculty include but are not be limited to the following: (1) creating such councils and committees as it considers necessary or useful in fulfilling its function; (2) providing a mechanism for an exchange of views, information, and recommendations among the Faculty and the President, the Provost, and the Corporation; (3) recording its deliberations and actions through the minutes of its meetings and through the issuance of an annual report; (4) administering whatever monies are held on behalf of the Faculty.

Section 3: Authority

The authority of the Faculty with regard to academic, educational matters and its other responsibilities originates in (1) the Charter of Polytechnic Institute of Brooklyn, granted to the Corporation by the Board of Regents of the State of New York, dated January 30, 1890, as amended; (2) the Merger Agreement between New York University/School of Engineering and Science and Polytechnic Institute of Brooklyn, dated March 21, 1972; (3) the policies, rules, and regulations established by the Corporation; and the provisions of the Polytechnic University and New York University Affiliation and Proposed Consolidation Agreement, dated June 20, 2008.

ARTICLE III - MEMBERS

Section 1: Voting Members

The Voting Members of the Faculty is composed of all persons holding the following academic ranks on a full-time basis: Professor, Associate Professor, and Assistant Professor. Professors emeriti of all ranks continue to be Voting Members of the Faculty after they cease their full-time activities at the Institute. Administration officials and professional librarians are Voting Members of the Faculty provided they hold professorial rank.

Section 2: Ex-Officio Members

Membership in the Faculty is also conferred ex-officio on the following Institute officials if they do not hold professorial rank: President, Provost, Vice-Presidents, and Deans of major academic divisions. Ex-officio members are voting members of the
Section 3: Non-Voting Members

Non-voting members of the Faculty include all persons holding the following academic ranks: research faculty of all ranks, industry faculty of all ranks, instructors, and adjunct and visiting faculty of all ranks.

Section 4: Elected Members (April 1985)

Any person associated with the Institute may be elected as a voting or non-voting member of the Faculty by a favorable vote of two thirds of the Faculty casting ballots in a mail ballot. The mail ballot is conducted in the manner specified in Article VI, Section 2 (Amendments, Procedure). Biographical sketches of candidate members should accompany the mail ballot. Nominations for such elections are to be made in writing and must be sponsored by at least five voting members of the Faculty.

Section 5: Restriction

In no case shall any voting member of the Faculty be a candidate for or enrolled in a program leading to an earned Institute degree.

ARTICLE IV - ORGANIZATION OF THE FACULTY

Section 1: Officers

1.1 The Speaker (April 2004): Will preside at all meetings of the Faculty; he or she must be a voting member of the Faculty who is not an administration official with rank higher than Department Head; the Speaker serves for two years.

1.2 The Speaker-Elect: In the absence of the Speaker, the Speaker-Elect assumes the duties of the Speaker. The Speaker-Elect must be a member of the Faculty who is not an administration official with rank higher than Department Head and assumes the position of Speaker after one year of service.

1.3 The Secretary: Maintains the records of the Faculty, supervises preparation and distribution of the agenda and minutes of all meetings as required by these Bylaws. The Secretary must be a voting member of the Faculty, serves for two years, and is eligible for re-nomination.

Section 2: Meetings

2.1 Ordinary Meetings: The Faculty meets at least twice each semester at dates and times selected by the Executive Committee and announced by the Secretary at the start of the Fall semester.
2.2 **Special Meetings (April 2004):** The Speaker may call Special Meetings at any time. The Speaker will also call Special Meetings if requested to do so by the President or the Faculty Executive Committee (Article IV, Section 3) or if petitioned to do so by at least 20 percent of the voting members of the Faculty, not including emeritus faculty.

2.3 **Calendar:** The Faculty year begins on September 1 and ends on August 31.

2.4 **Agenda (April 2004):** The agenda for an Ordinary Meeting is prepared by the Executive Committee and is distributed electronically to the Faculty by the Secretary at least one week prior to the meeting. The agenda will give the text of any motions or resolutions that have explicitly been formulated in connection with items to be presented and that have not already been distributed. Any member of the Faculty has the right to propose items for the agenda by submitting such items to the Speaker at least two weeks prior to the scheduled meeting. The agenda for each meeting will permit the introduction of new business at the meeting itself. However, items not on the agenda are not be subject to vote if at least 10 percent of the voting members present object; such items shall be put on the agenda of the next regular meeting. The Secretary also prepares the agenda of the Special Meetings, in the same way as for Regular Meetings and distribute it to the faculty as soon as practicable before the meeting. A Special Meeting shall be limited to the item or items for which the Special Meeting is called.

2.5 **Conduct of Meetings (February 2000):** Twenty (20) percent of the voting members, excluding professors emeriti, constitute a quorum for both Ordinary and Special Meetings. A call for a quorum takes precedence over all other motions. In all other matters of procedure, Robert’s Rules of Order (the latest revision) are followed, except where the Faculty establishes a rule of its own. Faculty members who are not voting members of the Faculty may attend all meetings of the Faculty. The Faculty, its Executive Committee, or the Speaker may invite any member of the Institute community to participate in the discussion at a meeting. However, only Regular and Ex-Officio Members of the Faculty are eligible to propose motions or to vote.

**Section 3: Standing Committees of the Faculty**

3.1 **General (April 2004):** All Standing Committees operate in accordance with written guidelines prepared by each Committee unless otherwise indicated in these Bylaws. Members of the Faculty are entitled to examine the guidelines of any Committee and make suggestions for their improvement to the Committee. Each Committee should submit a report to the Faculty at least once during each academic year. The Speaker and the chairs of standing committees will schedule these reports in an efficient and practical fashion. All members of standing
committees must be voting members, but no Administration official with rank higher than Department Head may be the Presiding Officer of a Standing Committee.

3.2 Executive Committee (June 1991, April 2004)

3.2.1 Membership: The Executive Committee consists of the Speaker, the Secretary of the Faculty, and three additional members of the Regular Faculty, one elected annually by the Faculty to serve overlapping three-year terms. The Speaker-Elect is also a member of the Executive Committee, as is the immediate past-Speaker for a period of one year. During each year, there will be either a Speaker-Elect or a past-Speaker serving on the Executive Committee. The following members will serve ex-officio: the Presiding Officers of the Educational, Research, and Financial Policies Committees.

3.2.2 Duties: The Executive Committee is the chief policy-making body of the Faculty. It is responsible for evaluating the overall state of Polytechnic, and for developing appropriate policy recommendations. All of its proposals are subject to approval by the Faculty.

The Executive Committee is concerned with the general operation of the Faculty and with the improvement of such operations. It has the following specific duties: (a) to prepare the agenda for Faculty meetings; (b) to establish terms of office for members of Faculty Committees, except where otherwise specified; (c) to nominate voting members of the Faculty to serve on all Standing Committees, subject to ratification by the Faculty; (d) to establish Ad-Hoc Committees of the Faculty, to appoint the members of these committees, and to terminate these committees; (e) to review the operation of all Faculty committees; (f) to nominate members of Corporation committees, where appropriate; (g) to maintain communication between the Faculty and the Administration and Corporation; (h) to act for the Faculty on urgent matters at such times as it is clearly impracticable or impossible to convene the Faculty (such actions should be reported to the next Faculty meeting for review); (i) to handle grievances of Faculty members; and (j) to make nominations for Corporation membership.

3.3 Educational and Admissions Policies Committee (June 1991, April 2004)

3.3.1 Membership: The Educational and Admissions Policies Committee consists of three voting members of the Faculty, each elected to serve overlapping three-year terms (i.e., one member is elected each year), the Presiding Officers of the Undergraduate and Graduate Curriculum and Standards Committees; two members of the student body (one undergraduate, one graduate), and the following members ex-officio: the
Dean of Engineering and Applied Sciences or his/her designee, the Director of Admissions or his/her designee, and the Chairman of the Education Committee of the Corporation. No more than two of the elected members of the Committee shall come from the same department. The Committee elects its own Presiding Officer, who also serves as an ex-officio member of the Executive Committee.

3.3.2 **Duties:** The Educational and Admissions Policies Committee makes a continuing study of Polytechnic's admissions policies and standards and its educational and academic policies, and takes an active part in the formulation of such policies. It also considers program development within the Institute as a whole, including budgetary implications, and reviews all proposals affecting educational and/or admissions policy prior to approval and implementation. Examples of items that should be reviewed by the Educational and Admissions Policies Committee include:

- Major degree program developments that expand the reach and direction of the Institute into new undergraduate and/or graduate student markets.

- Any change in academic standards or program structure that affects both undergraduate and graduate programs.

- Changes in admission standards and/or policies.

- Significant changes in recruiting strategies and practices.

- Any items referred to the Educational and Admissions Policies Committee by the Undergraduate Curriculum and Standards Committee or the Graduate Curriculum and Standards Committee.

It will make reports and recommendations, as needed, on such matters to the Faculty.

3.4 **Research Policies Committee** (June 1991, April 2004)

3.4.1 **Membership:** The Research Policies Committee consists of three voting members of the Faculty elected to serve overlapping three-year terms (i.e. one member is elected each year), and the following ex-officio members: the Dean of Engineering and Applied Sciences or his/her designee and the Director of the Othmer Institute or his/her designee. No more than two of the elected voting members of the Faculty on the Committee are permitted to be from the same department. The Committee elects its own Presiding Officer, who also serves as an ex-officio member of the Executive Committee.
3.4.2 **Duties:** The Research Policies Committee makes a continuing study of the Institute’s policies with respect to research and take an active part in the formulation of such policies. It reviews all activities, issues and policies regarding academic research at the Institute. It will make reports and recommendations, as needed, on such matters to the Faculty.

3.5 **Financial Policies Committee** (April 1985, June 1991, April 2004)

3.5.1 **Membership:** The Finance Policies Committee consists of three voting members of the Faculty with no more than one from the same department. In addition, the Speaker and the Speaker-Elect or immediate past-Speaker serve on this committee. Some Faculty members of the Committee should preferably have some knowledge of finance and accounting and/or administrative experience. The members serve for three years, staggered so that one elected member changes each year. The Committee elects its own Presiding Officer at the first Committee meeting of the academic year, with the results communicated promptly to the Secretary of the Faculty. The Committee’s Presiding Officer is also an ex-officio member of the Faculty Executive Committee. Ex-officio members of the Finance Policies Committee include the Vice President for Finance and Administration and one member of his/her staff, appointed for the academic year at his/her recommendation.

3.5.2 **Duties:** The Finance Policies Committee acts as an advisory body to the Faculty regarding finance matters at Polytechnic in general and their impact on academic programs in particular. The Committee acts as a consultative body with the Administration in the formulation of Polytechnic’s budgets so as to help ensure that these budgets reflect sound educational priorities. The Committee may request from the Administration financial data in sufficient detail for the Committee to make meaningful budget recommendations regarding these academic priorities. The Committee may also, at its discretion, engage in studies pertaining to Polytechnic’s finances in conjunction with other standing committees or departments of the Administration as it sees fit. The Committee will make reports and recommendations on all matters studied and on budget consultations at least once each semester, and give a summary report to the Faculty for the academic year at an appropriate Faculty meeting during the latter portion of the year.

3.6 **Student Affairs Committee** (June 1977, April 2004))

3.6.1 **Membership:** The Student Affairs Committee consists of three voting members of the Faculty, each elected for an overlapping three-year term (i.e., one member is elected each year). Four students also serve on the committee. Two undergraduate students are selected by the Student Council and two are selected by the appropriate organization representing
the graduate student body or by the Dean of Engineering and Applied Sciences in the absence of an organization. The following members of the Administration also serve ex-officio: the Dean of Engineering and Applied Sciences or his/her designee, and the Director of Student Development.

3.6.2 **Duties**: The Student Affairs Committee considers actions on the part of the students, faculty, or administration that concern the students and relate to academic or extracurricular activities. The items open to investigation will include, but are not limited to, matters of discipline, facilities, and counseling. It is understood that this committee will consider academic breaches of discipline such as cheating during examinations, malicious mischief and vandalism in laboratories, and theft or destruction of library materials. It is incumbent on the Committee to consider any written complaint presented by any student, faculty member, or member of the Administration. The committee must keep a confidential file of each of its actions, with a copy submitted to the Office of the President. It makes a general report on its activities to the Faculty on an annual basis and on any specific recommendations for action to the Faculty as appropriate.

3.7 **Undergraduate Curriculum and Standards Committee** (May 1996, February 2000, April 2004)

3.7.1 **Membership**: The Undergraduate Curriculum and Standards Committee consists of voting members of the Faculty selected such that:

a) Each department that offers credit-bearing undergraduate courses has one representative.

b) Each department with more than one undergraduate degree program has two representatives.

c) Each interdepartmental degree program has one representative.

Each representative has one vote.

The Dean of Engineering and Applied Sciences, or his/her designee, is an ex-officio voting member. Two students are invited each year to serve as non-voting members representing the undergraduate student body. The Committee elects its own Presiding Officer, who also serves as a member of the Educational Policies Committee.

3.7.2 **Duties**: The Undergraduate Curriculum and Standards Committee considers all matters pertaining to the undergraduate educational program. It will make reports and recommendations on such matters to the Faculty, as needed.
3.7.3 Meetings of this committee are open to all faculty and staff, and agendas shall be published in advance.

3.8 Graduate Curriculum and Standards Committee (April 2004)

3.8.1 Membership: The Graduate Curriculum and Standards Committee consists of voting members of the Faculty from each academic department and from each degree-granting program not administered by an academic department. Each department and each degree-granting program not administered by a department normally has one vote. The Faculty may, at its discretion, by a majority vote, authorize additional voting members for degree-granting programs whose curriculum and standards are formulated and monitored by reasonably autonomous groups of faculty. The Dean of Engineering and Applied Science, or his/her designee, serves as an ex-officio member of the committee. Two students are invited each year to serve as members representing the graduate student body. The Committee shall elect its own Presiding Officer, who shall also serve as a member of the Educational Policies Committee.

3.8.2 Duties: The Graduate Curriculum and Standards Committee considers all matters pertaining to the graduate educational program. It will make reports and recommendations on such matters to the Faculty, as needed.

3.9 Committee on Tenure and Promotion (April 2009)

3.9.1 Membership: The Committee on Tenure and Promotion consists of seven full professors at Poly. Four members from four different departments are elected by the Faculty; the other three are appointed by the Poly Provost, who should take into account the departmental diversity of the committee. None of the members of the committee may hold any administrative positions of department head or higher.

In the election of the four members, there may be more than one nominee from each department but at most one (the one receiving the most votes) can be elected to the TPC. Each member will serve a term of two years. (At the start of the first academic year in which this document is in effect, there will be a special election held to elect four members of the TPC. For that election only, the two receiving the most votes will serve for a term of two years and the two other elected members will serve for a term of one year only.)

3.9.2 Duties: The Committee on Tenure and Promotion acts as an advisory body to the President and Provost regarding the tenure-track review,
tenure, and promotions of faculty members. It operates in accordance with the documents titled “Tenure and Promotion at Polytechnic Institute of NYU” and “Third-Year Review at Polytechnic Institute of NYU” as approved by the Faculty and appended to these Bylaws.

3.9.3 Additional Operational Procedures: Members of the TPC must observe the following additional rules concerning the conduct of their deliberations:

a) No member of TPC may vote on the promotion, reappointment, or granting of tenure to a member of his/her home department. Members may participate fully in discussions regarding such cases.

b) Each member of TPC, except a member from the same department as the candidate, shall vote to “recommend” or “not recommend” the appointment, reappointment, promotion or granting of tenure of the candidate as appropriate. No abstentions or other recommendations are permitted.

c) A motion is considered to be positive when a majority of the votes are to “recommend” the candidate for the proposed action.

d) If the TPC issues a recommendation that is contrary to that given by the candidate’s department, the department shall be notified and given the opportunity to provide a prompt rebuttal before the administration makes a final decision.

3.10 Committee on the Library (April 2004)

3.10.1 Membership: The Library Committee consists of three voting members of the Faculty and the following ex-officio members: the Director of Libraries and one non-Faculty librarian to be elected by non-Faculty professional library staff. Two students are invited each year to serve as members, one appointed by the appropriate student organization representing the graduate student body (or by the Dean of Engineering and Applied Sciences in the absence of such an organization) and the other by the appropriate student organization representing the undergraduate student body. The Committee elects its own Presiding Officer.

3.10.2 Duties: The Library Committee is concerned with matters relating to the development and maintenance of appropriate library and information resources, services, and facilities at the Institute. It advises the Director of Libraries on policy matters, and it makes reports and recommendations on such matters to the Faculty, as needed.

3.11 Committee on Nominations and Elections (April 2004)

3.11.1 Membership: The Committee on Nominations and Elections consists of three voting members of the Faculty serving three staggered terms of
three years. The Committee elects its own Presiding Officer.

3.11.2 **Duties:** The Committee on Nominations and Elections requests, in writing, no later than April 15 of each year, nominations for General Officers and Executive Committee members. It makes nominations and conducts elections for these positions as specified in Article V, Section 1 and Section 2. The Committee on Nominations and Elections does the following: (1) supervises procedures for the amendment of these Bylaws (see Article VI, Section 2); (2) conducts all Faculty balloting.

3.12 **Teacher Award Committee** (April 1985, April 2004)

3.12.1 **Membership:** The Committee consists of nine persons: the three most recent recipients of the Distinguished Teacher Award and three Jacobs Faculty Award winners from the previous year who are voting members of the Faculty available to serve, two students (one graduate, one undergraduate chosen by the Dean of Engineering and Applied Sciences after consultation with the Student Council), and an alumnus chosen by the Alumni Association.

The Chair of this Committee is elected by the Committee’s members from among faculty members, and he or she is the custodian of the files of the Committee.

3.12.2 **Duties:** This Committee selects a Distinguished Teacher and three recipients of the Jacobs Faculty Award from among Polytechnic Faculty each year in time for the planning of Commencement exercises. The Committee reports to the Faculty only the name of each year’s Distinguished Teacher and Jacobs Faculty Award winners and no other names. Those recommended but not given the Award may be reconsidered in subsequent years.

3.13 **Grievance Committee** (April 2009)

3.13.1 **Membership:** The Grievance Committee consists of three full professors serving three staggered terms of three years. The Committee elects its own Presiding Officer. Department chairs and program heads are excluded from the committee.

3.13.2 **Duties:** The duties of the Grievance Committee are detailed in the document titled “Faculty Grievance Procedures for Polytechnic Institute of NYU” as approved by the Faculty and appended to these Bylaws.

3.14 **Other Committees** (April 2004)
The Executive Committee may establish ad-hoc committees in order to carry out particular functions. Any matter not specifically within the jurisdiction of an existing standing committee or ad-hoc committee is referred to the Executive Committee. All ad-hoc committees are automatically be dissolved at the end of the term of the Speaker.

ARTICLE V - NOMINATIONS AND ELECTIONS

Section 1: Breadth of Representation

The Committee on Nominations and Elections and the Executive Committee shall attempt to nominate people for all Committees of the Faculty in such a way that they are representative of the various relevant constituencies of the Faculty with due recognition to the size of the constituency.

Section 2: Speaker-Elect and Secretary of the Faculty

2.1 Nomination Procedure: (April 2004) The Committee on Nominations and Elections shall nominate at least one candidate for each position, securing her/his consent to serve, if elected. Ballots shall be distributed to each voting member of the Faculty through the Institute mail no later than May 1, together with the statement that further nominations may be made by any twenty voting members of the Faculty, if submitted in writing to the Presiding Officer of the Committee no later than May 21. The Presiding Officer of the Committee shall secure the consent of such additional nominees to serve, if elected.

2.2 Election Procedure: (April 2004) Ballots are distributed through Polytechnic mail no later than June 1. Ballots carry the names of all individuals who have consented to serve, if elected, and shall also contain instructions for voting and for the return of ballots to the Committee. Ballots complying with such instructions and received by the Committee on or before July 1 constitute the entire vote in the election. The election shall be decided by a simple majority of the votes cast. If no candidate receives a majority vote, a run-off election is held between the two candidates receiving the largest number of votes. The run-off election is scheduled so that the results may be announced on or before August 1.

If at all possible, the Committee on Nominations and Elections should strive to complete all stages of balloting by May 1. The dates specified herein are considered the latest practical dates that could be used, and reflect the difficulty in finding candidates for all open positions. When an earlier election schedule is possible, all dates are adjusted to provide similar notification, distribution, and vote submission periods.

The paper balloting process described herein may be replaced by a secure, anonymous electronic process with the approval of the Committee on
Nominations and Elections and the Faculty Executive Committee. Should this occur, all members of the Faculty shall be notified in writing through both Polytechnic mail and the Faculty e-mail system. After completion of the first such balloting, the FEC shall report the results at the next Faculty Meeting after the conclusion of the election process. A motion may be introduced at that time to make the procedure permanent for future elections.

2.3 Assumption of Office: (April 2004) The term of all elected officers and committee members begins on September 1 following the election and continues to August 31 of the last year of their specified terms.

Section 3: Non-Officer Members of the Executive Committee

3.1 Nomination Procedure: (April 2004) The Committee on Nominations and Elections nominates at least one candidate for each position, securing her/his consent to serve, if elected. The list of nominees shall be distributed to each voting member of the Faculty through the Institute mail no later than May 1, together with the statement that further nominations may be made by any twenty voting members of the Faculty, if submitted in writing to the Presiding Officer of the Committee no later than May 21. The Presiding Officer of the Committee shall secure the consent of such additional nominees to serve, if elected.

3.2 Election Procedure: (April 2004) Ballots are distributed through Polytechnic mail no later than June 1. Ballots carry the names of all individuals who have consented to serve, if elected, and also contain instructions for voting and returning the ballots to the Committee. Ballots do not distinguish or identify the source of nomination in any way, and nominees are listed in alphabetical order. Ballots complying with such instructions and received by the Committee on or before July 1 constitute the entire vote in the election. The candidate with the highest number of votes is designated member of the Executive Committee for a three-year term. If it is necessary to fill an additional term of office of less than three years, the candidate with the second-highest number of votes is designated a member of the Executive Committee for the shortened term.

3.3 Assumption of Office: The newly elected non-officer members of the Executive Committee take office on September 1; however, new members are invited to attend the Committee meetings as observers immediately following their election.

Section 4: Members of Standing Committees (April 2004)

The Executive Committee nominates candidates for all vacancies on standing committees except for the Executive Committee and inform the Faculty of these nominations in writing. Further nominations may be made by any ten voting members of the Faculty if submitted in writing to the Presiding Officer of the Committee on
Nominations and Elections within ten days after nominations are announced by the Executive Committee. In general, the schedule for nominations and elections should follow the same schedule as that established for the Speaker-Elect and Secretary of the Faculty in Section 2 of this Article.

Section 5: Special Nominations and Elections

In the event that an opening occurs that is deemed of importance to the Faculty, nominations will be made by the Committee on Nominations and Elections where the opening is on the Executive Committee, and by the Executive Committee for all other Committees. Further nominations and elections will be held as specified in this Article.

ARTICLE VI - AMENDMENTS

Section 1: Authority to Propose Amendments

Amendments to these Bylaws may be proposed by the Executive Committee, the President, the Provost, or by a petition signed by at least ten percent of the voting members of the Faculty.

Section 2: Procedure (February 2000)

The proposed amendment is distributed to the Faculty by the Secretary at least one week before the Faculty meeting at which it is to be discussed. Following this meeting, the Committee on Nominations and Elections distributes, via Polytechnic mail, copies of the proposed amendment to the voting members of the Faculty, enclosing ballots and instructions for voting. An approval of the amendment by a two-thirds majority of those voting members of the Faculty who vote is required for adoption. The Committee on Nominations and Elections informs the Faculty in writing of the results of the balloting. Approved amendments are submitted to the corporation by the Secretary for its concurrence.

Appendix A
Tenure and Promotion at Polytechnic Institute of NYU (see separate document)

Appendix B
Third-Year Review at Polytechnic Institute of NYU (see separate document)

Appendix C
Faculty Grievance Procedures for Polytechnic Institute of NYU (see separate document)