

BYLAWS OF THE
DEPARTMENT OF NUCLEAR ENGINEERING

Preamble

To provide a structure through which it may effectively discharge its responsibilities in the development and conduct of the Department's programs of instruction, research, and service, the Faculty of the Nuclear Engineering Department of the University of Tennessee agrees to govern itself according to these Bylaws.

These Bylaws are intended to facilitate the internal operation of the Department, and shall not supersede any existing University of Tennessee regulations or University of Tennessee Senate Bylaws.

Article I

The Department

A. The Faculty

- a) The Faculty of the Department of Nuclear Engineering is defined as those members of the academic staff of the Department who have academic rank at the three professorial levels, instructors, and lecturers, including those holding visiting, temporary, and part-time appointments.
- b) The Nuclear Engineering Professorial Faculty is comprised of those members of the academic staff of the Department who have academic rank at the three professorial levels.

B. Voting Members

All tenured and tenure-track members of the Professorial Faculty shall be voting members of the Department. Other members of the Departmental Faculty are invited to participate in Departmental meetings on a nonvoting basis.

C. Meetings

All meetings of the faculty shall be called by the Department Head, by his appointee, or on the request of 20 percent of the voting members of the Department. A quorum for meetings is defined as one-half of the voting members in residence.

D. Agenda

It will be appropriate to provide a written agenda prior to a Departmental Faculty Meeting. All faculty are invited to place items on the agenda.

E. Faculty Secretary

A Secretary of the Faculty shall be appointed by the Department Head. Duties will include recording the minutes, distributing copies to the Faculty and maintaining a permanent file of minutes in the Departmental Office.

Article II

Committees of the Department

Until the Department is of sufficient size the Faculty will serve as a Committee of the whole. No standing committees will be established until required by the Faculty. The Department Head may appoint ad hoc committees as the need arises.

Article III

Recommendations for New Appointments

Recommendations for new appointments to the Faculty shall be prepared and forwarded by the Department Head to the Dean of Engineering when a majority of the voting members of the Department concur. No vote on an appointment shall be taken until all voting members of the Department have been notified of the candidacy.

Article IV

Personnel Matters

The Department Head shall, each year, review the teaching, research, thesis supervision, committee assignments, salary, and rank of each faculty member of the Department. Formal recommendations in matters concerning reappointment, promotion, and tenure shall originate with the Department Head and shall follow the guidelines of The University of Tennessee *Faculty Handbook*, the *Manual of Faculty Evaluation*, and *system-level policies and procedures*. The Department Head shall make such recommendations after consultation with members of the Faculty. Cumulative performance reviews for tenured faculty are triggered by evaluations from annual reviews. Procedures for cumulative reviews are provided in the Manual for Faculty Evaluation.

Article V

Department Head

The Department Head will serve at the pleasure of the Dean. The Dean should consider the recommendations of the Departmental Professorial Faculty.

Article VI

Amendments

No more than three years after adoption of these bylaws, the Department Head shall appoint a committee to review them and submit to the Faculty for its approval any amendments it deems advisable. A vote of two-thirds of the voting members of the Department shall be required to amend these Bylaws. Any proposed amendment to the Bylaws shall be circulated to the Faculty no less than ten days before the meeting at which it is to be introduced. No amendments shall be voted on at the meeting at which they are introduced.

Amended December 2, 2009