



December 15, 2023

From: Constancio Nakuma, Provost and EVC for Academic and Student Affairs  
Sasha Breger Bush, Associate Professor and Chair of Faculty Assembly

To: Deans and the Auraria Library Director

CC: Michelle Marks, Chancellor

RE: CU Denver Faculty Assembly Bylaws Compliance

This memo asks all schools and colleges and the Auraria Library to comply with CU Denver Faculty Assembly (FA) Bylaws, Articles II and III. Compliance will support the integrity of the democratic process and foster active faculty participation in university shared governance.

**Voting and Membership Eligibility:** According to Article II, those eligible to vote for and serve as FA members are faculty with appointments of at least 50%. This includes Professors of any rank, Instructors of any rank, Research Professors of any rank, and Clinical Teaching Track Professors of any rank. Based on proportionality, the distribution of FA membership is divided among the academic units as follows: CAP (3), CAM (3), Business (4), SEHD (3), CEDC (3), CLAS (10), Library (2), and SPA (2).

**Service Length and Staggered Elections:** Article III mandates that members shall be elected to three-year terms, staggered to ensure continuity. The selection of FA members is scheduled to occur by April 15 each year, preceding the annual organizational meeting.

In light of the above, we ask all schools and colleges and the Auraria Library to:

1. **Conduct timely elections:** Please ensure the election of FA members by April 15 for any vacant seats from your academic unit by the voting eligible faculty. If an elected faculty body exists in your unit as a shared governance body, collaborate with it to conduct the elections.
2. **Promote the importance of FA Service:** Promote FA as an important area of their service to your faculty. Be mindful of the three-year service commitment of FA members when considering them for other roles and responsibilities.
3. **Allocate time for FA Updates in Faculty Meetings:** Consider incorporating a standing agenda item in your faculty meetings where FA members from your unit can report on FA agenda items to update the faculty and address questions.