

DEPARTMENT OF ECONOMICS BYLAWS

I. The Department

The Department of Economics at the University of Delaware is an academic unit in the College of Business and Economics. The faculty in the department administer all of the approved undergraduate and graduate economics degree programs.

II. The Faculty

The faculty of the Department of Economics consists of all Professors, Associate Professors, Assistant Professors, Lecturers, and Instructors who hold full-time continuing primary appointments in the Department of Economics, and excludes visiting faculty, adjunct faculty, and graduate students.

III. General Powers

1. All duties, responsibilities, and privileges delegated to the faculty of the Department of Economics reside with the faculty as a whole, unless specifically assigned to committees of the faculty.
2. The Department of Economics faculty shall:
 - (1) provide for the establishment of curricula and courses, subject to the approval of the Faculty Senate;
 - (2) determine the policies for admission to each program in the Department;
 - (3) establish the requirements for diplomas, degrees, and certificates in each major and minor, subject to the approval of the Faculty Senate;
 - (4) adopt regulations governing its own procedures;
 - (5) make recommendations to the Chairperson concerning workloads, appointments, promotions, tenure, and dismissals;
 - (6) comment and take action on such other matters as are deemed appropriate by the Department faculty.
3. As stipulated by University policy and the Collective Bargaining Agreement, annual performance appraisals and the administration of faculty workloads are the responsibility of the Department Chairperson, though the faculty may appeal decisions in these areas through proper channels.

IV. Organization and Procedures

1. **Presiding Officer**

The Department Chairperson or the Chairperson's representative shall conduct and preside at all meetings of the faculty.
2. **Meetings**

The Department faculty will normally meet once during the fall and once during the spring semester. Other meetings may be called by the Chairperson or by twenty percent of the voting faculty of the Department.

3. Notice of Meetings
Written or electronic notice of all meetings shall be given to the faculty at least 48 hours in advance of each meeting.
4. Agendas
An agenda will be distributed in advance of each meeting.
5. Quorum
One half of all the Department faculty not on official leave shall constitute a quorum.

V. Department Committees

1. Promotion and Tenure Committee

Responsibilities and membership are defined in the "Promotion and Tenure Policies, Procedures and Criteria of the Department of Economics."

2. Other Committees

The Chairperson, subject to the advice and approval of the faculty, shall designate and determine membership of all other Department committees. All committee recommendations regarding curricula, academic programs, and faculty personnel policies are subject to approval of the Department faculty. On other matters, committees may make recommendations and decisions on behalf of the faculty, subject to approval of the Chairperson, as specified in section III.A. above.

VI. Bylaws Amendments

These Department Bylaws can be changed by a majority vote of those faculty members not on leave and otherwise eligible to vote. The text of any proposed amendment will be submitted to all members of the faculty at least one week prior to voting. Votes may be cast at a Department meeting or by ballot (electronic or paper).

(Adopted 11/21/03)