

**Bylaws of the  
South District  
IFAS  
University of Florida  
As Approved: April 7, 2010**

## **Preamble**

The shared goals of the faculty and administration of the South District are to attain excellence in extension education and service and to attain state and national recognition for Extension programs. These goals can best be achieved with a governance structure from the District level to the University level that fosters collegiality, collaboration, mutual responsibility, accountability, and transparency.

## **Article I – Governance of the South District**

These Bylaws establish the general principles by which the South District shall be governed. These Bylaws are governed by and are subordinate to the Constitutions of the Institute of Food and Agricultural Sciences and the University and the policies and directives of the University of Florida's Board of Trustees and the Florida Board of Governors. Operating within the context of these Bylaws, the governance of the District shall be shared between the administration and the faculty.

## **Article II – The Faculty**

### **Section 1 – Faculty Membership**

The faculty of the District shall consist of individuals in University of Florida faculty positions. Faculty are defined by the University of Florida Constitution and Senate Bylaws which include the various ranks of County Agent, County Extension Director, Program Leader, Regional Specialized Agent, Multi-County Agent, Courtesy Agent, Program Agent, Assistant-In Agent.

### **Section 2 – Faculty Rights**

Faculty have the right to know the expectations of their job assignment and how they will be evaluated.

Faculty have the right to assemble without limit to discuss issues of concern.

Faculty have the right to open academic discourse without fear of retribution.

Faculty have the right to file grievances.

### **Section 3 – Faculty Responsibilities**

Faculty members are responsible for planning, conducting and evaluating extension educational programs and service in a competent and professional manner. Faculty members are responsible for contributing to the governance of the District, IFAS, the University, and their professional associations. Faculty members are responsible for contributing to the operations of the unit, including building, infrastructure, social, public relations, outreach functions and county operations.

#### **Section 4—Director Responsibilities**

The District is headed by a Director appointed by the Dean for Extension in accordance with the University Constitution. The District Director serves as chief executive and administrative officer of the unit and provides financial planning and policy, supports county operations, and supervises the unit including faculty evaluations. The District Director is responsible to the Dean. The District Director is expected to operate the unit in the spirit of shared governance and seek faculty input, consider it, and provide feedback and rationale about final decisions.

#### **Article III –Committees**

**Section 1.** Committees will be formed to address unit needs as appropriate.

#### **Article IV – Faculty Meetings**

The faculty meeting is the primary means of fostering communication among all faculty members within the unit. Faculty meetings should be held at least twice annually and as needed by the Director or by request of any faculty member. Faculty and administration have the right to place items on the agenda for discussion by contacting the District Director in a timely fashion. The agenda should be distributed at least one week before the faculty meeting. When appropriate, UF Senators, members of the IFAS Faculty Assembly and other IFAS governing bodies from the unit should email to all faculty short summaries of critical items of relevance being discussed before those bodies or to be placed on the unit faculty meeting agenda before each faculty meeting so that dialogue can be initiated on these items.

Voting shall be restricted to unit faculty.

#### **Article V – Ratification and Amendments**

**Section 1.** These Bylaws shall become effective upon their ratification by the faculty of the unit with a two-thirds majority vote of all unit faculty, concurrence of the Director, and approval of the Dean.

**Section 2.** Proposals for amendments to these Bylaws may be made to the District Director or Assembly Representative by any member of the unit faculty.

**Section 3.** Changes in these Bylaws shall be made by a two-thirds majority vote of all unit faculty.