

**STERLING COLLEGE FACULTY COUNCIL
CONSTITUTION AND BYLAWS**

Approved by the President of Sterling College _____

CONSTITUTION

ARTICLE I. NAME

This organization will be known as the Faculty Council at Sterling College (hereinafter referred to as the Council).

ARTICLE II. PURPOSES

1. To provide a means whereby representatives of the faculty can offer recommendations to the President pertaining to the academic and operational improvement of Sterling College and to matters concerning the improvement of the general welfare of the Sterling faculty community.
2. To provide a framework for cooperation between the faculty and the administration in order to accomplish the strategic goals of Sterling College and achieve its mission and vision.
3. To afford each faculty member an opportunity to make recommendations concerning the development and operation of the College and the improvement of the general welfare of the faculty community. To ensure that these recommendations are heard, the Council will forward them to the Vice President for Academic Affairs for presidential consideration. In the event that a recommendation is denied, the President will submit a rationale for refusal in writing to the Council. The VPAA is responsible for submitting action item results to the Academic Affairs Committee of the Board of Trustees.
4. To provide a means whereby the administration can refer academic, operational, or common interest matters to a board representing the faculty of Sterling College.

ARTICLE III. ELECTIONS

Section A. Members of the Faculty Council

New members of the Faculty Council will be elected during the first half of April each academic year. There will be nine (9) voting members of the Council: six (6) from the full-time undergraduate faculty, two (2) from the graduate faculty, and one (1) from the part-time undergraduate faculty.

Section B. Officers of the Faculty Council

Officers of the Council will be elected at the May Faculty Council meeting each year. Officers will be elected by a majority vote. The Council has the option of using an open or secret ballot in the election of officers.

ARTICLE IV. MEMBERSHIP

Voting membership on the council will be restricted to full-time faculty and part-time faculty. Faculty includes all individuals with faculty status who are not administrative officers (as listed in the Sterling College Catalog). All duly appointed vice presidents or senior staff will be ex officio non-voting members of the council and will report to the Council upon request.

ARTICLE V. OFFICERS

Officers elected by the Council are: Chair, Vice Chair, and Recording Chair.

ARTICLE VI. EXECUTIVE COMMITTEE

The officers of the Faculty Council will function as the Executive Committee of the Council. Duties of the Executive Committee are stipulated in the Bylaws. The Executive Committee includes: Chair, Vice Chair, and Recording Chair.

ARTICLE VII. COMMITTEES

Section A. Standing Committees

The Standing Committees of the Council are Academic Affairs, Graduate Studies Committee, and Faculty Welfare and Fiscal Affairs, Student Services, and Institutional Advancement. Functions of these committees are stipulated by the Bylaws. Each standing committee will include at least one ex officio administrative officer appointed by the President of the College. Administrative officer(s) will provide support and information to the committees. Administrative officers are not voting members of the committees and do not contribute to achieving a quorum. Standing committee actions will be recorded in meeting minutes and forwarded to the Council Recording Chair for distribution and review by the Council and to the Academic Dean's office for archival purposes. Each standing committee is empowered to appoint standing sub-committees as needed.

Section B. Ad Hoc Committees

Ad hoc Committees may be appointed as needed by the Chair of the Council.

ARTICLE VIII. MEETINGS

Section A. Regular Meetings

The Council will routinely meet once a month, May through April, with summer meetings as necessary.

Section B. Special Meetings

Special meetings of the Council may be called as defined by the Bylaws. Rules governing the conduct of business for both regular and special meetings are stipulated in the Bylaws.

ARTICLE IX. AMENDMENTS

Section A. Proposal

Proposed amendments to the constitution will be presented to Faculty Welfare and Fiscal Affairs for consideration and recommendation to Faculty Council.

Section B. Vote on Amendments

The Constitution of the Council will be amended by a two-thirds vote of the faculty council and approval by the President.

Section C. Written Notice of Amendments

No proposition to amend will be acted upon unless written notice has been given to the Recording Chair at least twenty-five (25) days prior to the meeting. A copy of such a proposition will be included in the call for the next regular meeting. A copy will be sent to each member of the Faculty Council at least ten (10) days before the date of the next regular meeting at which the vote of the amendment is taken.

ARTICLE X. EFFECTIVE DATE OF THIS CONSTITUTION

The provisions of the Sterling College Faculty Council Constitution and Bylaws and all amendments thereto will be effective on the date they are approved by the President of the College.