

FACULTY COUNCIL BYLAWS

WILLISTON STATE COLLEGE

1. Composition of the Faculty Council

A. General membership in the Faculty Council is given to all full-time and part-time faculty employees without regard to race, color, national origin, age, sex, sexual orientation, religion, gender, disability or covered veteran status.

B. Faculty Council shall be composed of all full-time faculty as voting members and part-time/adjunct faculty as non-voting members.

C. The Faculty Council shall also include one non-voting Staff Senate representative appointed by the Staff President and one non-voting student representative selected by the Student Senate for a one-year term.

2. Terms of Office

All faculty shall be members of Faculty Council so long as they are currently employed under a faculty contract.

3. Officers

A. Election of Officers shall take place annually by the Faculty Senate for the following positions. The Vice President and the Recorder must be current Senators. The President can be elected from the faculty-at-large.

- President
- Vice President
- Recorder

B. In case of an Officer position vacancy during the academic year, the vacant position shall be filled from within Senate, at the latest, during the next scheduled Faculty Senate meeting.

4. Duties of the Officers

The duties of Officers shall be prescribed with the Faculty Senate Bylaws.

5. Committees and Task Forces

The Faculty Council shall establish such committees as are necessary to conduct Faculty Council business and shall perform duties determined by the Faculty Council. All Faculty Council members are eligible to serve on any Faculty Council committee(s). Each committee shall report back to the Faculty Council.

6. Attendance / Absenteeism

A. Full-time faculty members are expected to attend all Faculty Council meetings. Faculty who must be absent from a Faculty Council meeting are encouraged to notify the Faculty Council President in advance of the meeting.

B. If the Faculty Council President notices a pattern of unaccounted absences from a Council member, the Faculty Council President may notify the member's supervisor for possible sanctions.

7. Meetings and Actions

A. The Faculty Council shall normally meet at least once a semester during the academic year. A majority of the Faculty Council members eligible to vote shall constitute a quorum for a meeting. In the conduct of the meetings, decisions will be made by simple majority consent.

B. Meetings of the Faculty Council shall be open.

C. A record of proceedings at meetings shall be kept which, upon request and under reasonable conditions, shall be made available by the recorder of the Faculty Council.

D. The Faculty Council shall establish and maintain reasonable procedures whereby any individual may propose items to be included on the agenda for the next Faculty Council meeting.

E. As a general practice, Faculty Council meetings shall take place in-person and when practicable, technology shall be used to allow for remote attendance. If, at an in-person meeting, Faculty Council discusses an issue and action is taken on that issue, subsequent modifications may be approved via electronic vote as long as those modifications do not contradict the actions of the in-person meeting. If an urgent item of new business emerges and, because of time constraints, an in-person meeting is not possible, the Faculty Council President may present the item electronically. The item shall be up for electronic discussion for a minimum of two business days before any action can be taken. After two business days, Faculty Council may take action electronically on the proposed item.

8. Collegiality

Collegiality represents a reciprocal expectation of a professional relationship among colleagues with a commitment to sustaining a positive and productive environment as critical for the progress and success of the college community. It consists of collaboration and a shared decision-making process that incorporates mutual respect for similarities and for differences -- in background, expertise, judgments, and points of views, in addition to mutual trust. Central to collegiality is the expectation that members of the college community will be individually accountable to conduct themselves in a manner that contributes to the university's academic mission and high reputation. Collegiality among

associates involves a similar professional expectation concerning constructive cooperation, civility in discourse, and engagement in academic and administrative tasks within the respective units and in relation to the institutional life of the college as a whole. Collegiality is not congeniality nor is it conformity or excessive deference to the judgments of colleagues, supervisors, and administrators; these are flatly oppositional to the free and open development of ideas. Evidence of collegiality is demonstrated by the protection of elementary principles of academic freedom, the capacity of colleagues to carry out their professional functions without obstruction, and the ability of a community of scholars to thrive in a vigorous and collaborative intellectual climate.

9. Amendments to the Bylaws

Amendments to these bylaws may be proposed by any Council member at regular meetings of the Faculty Council. If approved by majority consensus of the Faculty Council, a proposed amendment shall be submitted to the President of the College for final approval.

History

Created by Faculty Council: August 21, 2024

Approved by College President: October 28, 2024

