

Faculty Senate Charter



F O R T ♦ P E C K
COMMUNITY COLLEGE

UPDATED 2015

Charter of the Faculty Senate

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Section I – Name

The name of this organization shall be the Faculty Senate of the Fort Peck Community College.

Section II – Purpose

The purpose of this Charter is to define the duties, rights and responsibilities of the Senate, as provided by subsequent sections of this Charter and in by-laws approved by this body.

The purpose of the Senate is to involve the faculty in the policies of the institution regarding student welfare (academic, personal and social), faculty welfare, academic standards, and growth of the institution, cultural activities, and community relationships. The implicit objective of the Senate is to promote the best possible communication among students, faculty and administration.

Section III – Administration

The Fort Peck Community College Board of Directors (hereinafter referred to as the Board) is vested with the powers necessary to oversee and direct the administration, program, and general welfare of Fort Peck Community College.

The President

The president of the College, representing the Board and the Senate, is the responsible administrative head of the College.

Administrative Organization of the College

The President and Vice Presidents of the College shall carry out the established policies of the College. Recognizing that faculty have an integral role within the College, new policies or changes in policy, or recommendations, not in conflict with, or reserved to, the Board by resolution of the Fort Peck Executive Board or established policy, may be proposed by the Senate. After review by the Senate, Administration and Board, these proposals will be seriously considered by the Board.

Section IV – Membership and Officers

The Senate shall consist of all full-time members of the staff with instructional duties. For the purposes of this charter, staff assigned ten (10) or more credits on average will be considered full-time. The following individual positions are specifically excluded: President, Academic Vice President, Vice President of Student Services, and any other Vice President or administrative personnel for the College. Adjunct faculty with teaching loads of less than ten (10) credits and who want to actively participate in Faculty Senate meetings or events shall be accorded all the rights and privileges of a Faculty Senate member except that each part-time instructor shall have one-half (1/2) vote. The Senate shall be the sole judge of the qualifications of its members.

The Chair

The Senate shall choose one of its members to serve as Chair of the Senate for a term of one (1) year. The Chair will facilitate and convene Faculty Senate meetings. The Chair may vote to decide a tie vote.

Board Liaison

The Chair of the Senate shall be the Faculty Representative to the Board. In the event the Chair is unable to attend a Board meeting, the Chair may designate a substitute representative.

Secretary/Treasurer

The Secretary/Treasurer shall be chosen at the first Senate meeting in the fall. The term shall be for one (1) year. He or she shall be a voting member.

Meetings of the Senate shall be open.

Minutes

Full freedom of expression shall not be abridged. Only those items formally acted upon by the members in meeting shall be recorded.

Section V – Procedures of the Senate

Committees

The Senate shall establish those committees which it deems necessary for effective functioning.

Rules

The Senate shall determine the rules of its proceedings.

Appointments

All members and chairpersons of Senate committees shall be appointed by the Chair or elected by the Senate.

Functions

The Senate shall act as an advisory body. The President of the College and/or specific members of the Administration and/or staff may be invited to attend any meeting when clarification of acts which might fall outside the scope of the Senate is under discussion. Matters of policy may be proposed by any faculty member in an official Senate meeting.

Privileges

Privileges, rights and responsibilities of the Senate shall be in accord with principles established by the Board. Exercise of the rights and privileges and responsibilities shall be in accord with provisions of this Charter.

Meetings

Notice of regular meetings of the Faculty Senate and its committees shall be given at least 48 hours in advance with an agenda. If twenty percent (20%) of the Senate at any time call for an emergency meeting, the meeting shall be announced and held.

Quorum

Fifty percent (50%) of the full-time membership of the Senate shall constitute a quorum for meeting purposes. Measures must be passed by a simple majority of Senate members in attendance at a meeting at which a quorum was present.

Balloting

Secret balloting shall be mandatory on all significant measures if requested by a member of the Senate. Major policy issues will be decided by a written ballot.

Selection of a New College President and/or Academic Vice President

The Senate shall have the right to elect a committee or individual of its members to confer with the Board on the selection of a new College President and/or Academic Vice President when such action

becomes necessary. Should the Board establish a search committee, faculty will be represented as a part of the process to fill the position of College President and/or Academic Vice President whenever such vacancy shall occur.

New Faculty Member

The Senate shall have the right to select a committee of qualified members to confer with and make recommendations to the President of the College regarding the selection of a new faculty member.

Section VI – Amendment Procedures

This Charter may be amended by two-thirds (2/3) majority vote of the full membership of the Senate, provided that the proposed amendment has been presented at a previous meeting.

Proposed amendments shall not conflict with laws, rules and regulations of the Board and are subject to Board approval.

Section VII – Ratification

Approval by two-thirds (2/3) of the Senate and approval by the Board shall be sufficient for the ratification of this Charter.

Section VIII – By-Laws

Any by-laws added to this Charter are subject to the same procedures as listed in Section VI except that only a simple majority is required.

