



CONSTITUTION OF THE FACULTY OF THE NUETA, HIDATSA, SAHNISH (NHS) COLLEGE FACULTY SENATE

Article I **NAME**

Section 1. This body will be called the Nueta, Hidatsa, Sahnish College (NHSC) Faculty Senate.

Article II **PURPOSE**

Section 1. The purpose of the Faculty Senate is to determine and represent the concerns of the Faculty of the NHS College and to make recommendations on its behalf on school policies and procedures concerning, but not limited to, curriculum, programs, grading, faculty appointments and credentials for same, evaluation of faculty, tenure, and promotion. The school will make no changes in these policies without a recommendation from the Faculty Senate. The Faculty Senate will report its recommendations to the NHS Curriculum Committee and to the Academic Dean and Vice President of Academics for action.

Section 2. The Senate will be a liaison between the faculty and the dean and other administrators on matters of mutual concern.

Section 3. The Senate may initiate and conduct studies of its own on school policies, programs, and procedures. It may also make studies of questions submitted by individual faculty, faculty groups, administrators, or students of NHSC or other governing bodies of NHSC or its schools. It will make recommendations to the appropriate person or body as are called for by such studies.

Section 4. The Senate will study and respond to problems referred to it by other councils or standing committees of the college.

Section 5. The Senate will seek to promote harmony among members of the faculty and between the faculty and the administration of the school and the college.

Section 6. The Senate may call meetings of the school faculty and conduct informal polls and referenda as appropriate to gather faculty sentiment and record faculty concerns.

Article III **MEMBERS AND ELECTIONS**

Section 1

The Faculty Senate will be composed all Full Time and part-time (Adjunct) Faculty employed at NHS College.

Section 2

All Full time faculty are eligible to vote in Faculty Senate elections and be elected to office. Adjunct faculty are eligible to vote and be elected to office after his/her first year.

Section 3

Senate elections will be held on or before April 15 of the year preceding the term of office.

Section 4

Senators who vacate their seats on the Faculty Senate or cannot attend meetings for more than one semester will be replaced for the duration of their term by election of the faculty. For example, a Senator on a one-semester leave will not be replaced if he/she chooses to retain their seat.

Article IV OFFICERS AND THE EXECUTIVE COMMITTEE

Section 1

Senate officers will be; President, Vice President, Secretary, and two Officers-at-Large elected by majority vote of the Senate at the last meeting of the Spring semester. Terms will begin on June 1 and will be for one year. Officers may be re-elected for a maximum of three consecutive terms.

Section 2

The officers of the Senate will constitute its Executive Committee which is subject to the orders of the Senate. Therefore, the Executive Committee may not act in conflict with any action taken by the Senate.

Section 3

The Executive Committee will have general supervision of Senate affairs between meetings and will set the agenda. The Executive Committee may also consult with the dean and meet with the dean, along with other senators who may wish to attend, to present the Senate's various resolutions and motions and to conduct business and the Committee will report the substance of such meetings and consultations to the Senate.

Article V MEETINGS

Section 1

The Faculty Senate will meet at least two times a semester, roughly once every other month.

Section 2

Special meetings may be called by the President of the Senate or the Executive Committee, or upon written request by any three (3) senators. At any meeting, the Senate may call a special meeting by majority vote.

Section 3

A majority of senators will constitute a quorum without which business cannot be conducted. A majority vote of those present is necessary to pass a motion or resolution except on matters that require a two-thirds (2/3) majority of active senators. Active senators (those not on approved leave) may submit a proxy ballot.

Section 4

Faculty Senate meetings are open to the NHS College Community, but the Senate may meet in executive session upon majority vote. The Senate may invite any guest to participate in its discussions.

Section 5

Senators who are absent without approval for two consecutive or three cumulative meetings during an academic year will receive a reminder of their obligations from the President of the Senate upon the advice of the Executive Committee. Upon further absences, the Senate, by majority vote, may declare the senator's seat vacant and invoke the replacement procedures described in Article I, Section 4 of these by-laws. Any senator may request a hearing with the Executive Committee prior to removal from the Senate.

Article VI COMMITTEES

Section 1

The Faculty Senate will propose new standing and ad hoc committees by majority vote. All committees will report to the Senate for appropriate deliberation and action unless otherwise specified in their charge.

Section 2

The Senate can propose changes in the by-laws of standing committees; such changes for approval require a 2/3 majority of NHSC faculty voting.

Section 3

Annually, the Faculty Senate may review all standing and ad hoc committees. The Senate may recommend modification or elimination of said committees. Any recommendation to modify or eliminate a standing committee must be submitted to the Faculty Senate for a vote. For approval, such changes require a 2/3 majority of the faculty voting. Any recommendation to modify or eliminate an ad hoc committee must be submitted to the Faculty Senate for a vote. For approval, such changes require a two-thirds (2/3) vote of active senators.

Section 4

The Faculty Senate will be responsible for administering elections to all school wide committees.

Article VII MEETING PROCEDURES

Section 1

The Faculty Senate meetings will be conducted according to the general principles of Robert's Rules of Order Newly Revised. The Senate will name a parliamentarian, who, when necessary, will insure that such procedures are followed.

Section 2

All agenda and minutes of meetings of the Faculty Senate will be available for public review in the Senate Secretaries office.

Article VIII ADOPTION and AMENDMENT PROCEDURE

Section 1

The Faculty Senate will have the authority to make and amend its by-laws on such matters as membership, meeting procedures, voting, elections, committees, and other organizational matters and needs of the Senate. Such by-laws may not conflict with the Charter and by-laws of the NHS College Board of Trustees or any other governing group recognized by the Board of Trustees.

Section 2

The by-laws of the Faculty Senate may be amended by two-thirds (2/3) vote of active senators at any regular or special meeting provided that the amendment has been submitted in writing at the previous regular meeting and providing that the amendment does not conflict with the NHS College Faculty Handbook, or the Governance Document, or any other NHS College Governance Documents. The Senate may, at its discretion, conduct an informal poll or referendum of the faculty to inform its deliberations.