

CECI Faculty Council (FC) is a deliberative and representative forum that exists to consider the activities of the College of Education and Community Innovation (CECI) in all of its facets, with particular attention to educational objectives, strategic initiatives, and those matters that affect the common interests of faculty and students within the college. Faculty have the primary responsibility for fundamental areas such as curriculum, subject matter and methods of instruction, research, faculty status, and those aspects of student life which relate to the educational process. The FC is also empowered to request information from university administration through appropriate channels.

1. Charge

a. The FC will serve as a liaison between the CECI faculty and the Dean. The FC shall seek to represent the general interests of the CECI faculty collectively. The FC should represent faculty interests first and foremost.

b. On matters presented to the FC from CECI faculty or the Dean, the FC will review, discuss, and advise the Dean of the consensus of the faculty. FC may also initiate the request of documents from the Dean's office, including, but not limited to CECI policies and budget, strategic planning, reports, and the organization and function of existing college committees.

c. The FC will create standing and/or ad hoc committees as needed, including faculty forums or town hall meetings.

d. The FC will administer faculty committee elections (both university and college committees). The FC may use appropriate procedures to replace any governance committee member who is consistently absent from meetings upon notification by the chair of the committee.

e. The FC serves as an advocate for faculty in the college. The FC brings attention to issues of concern within the CECI community. Any faculty within the college can contact any FC representative to express concern and trust that they will remain confidential. If the issue is not within the purview of FC, the faculty member will be appropriately referred.

f. The FC will create a regular communication system to inform faculty of various governance committees and other matters impacting faculty of the college (e.g., e-newsletter). Faculty representatives are also responsible for communicating agenda topics with their constituents at least a week prior to any scheduled meetings.

g. The FC will oversee the college and university awards for regular faculty.

h. The FC will solicit annual feedback from faculty regarding topics/issues of concern.

2. Membership

a. The FC will have seven (7) regular faculty members, composed of one (1) member from each academic unit, and one regular faculty member serving as the Diversity, Equity, and Inclusion (DEI) representative. The DEI representative will be elected from the College at large. This individual is charged with attending to structural bias and antiracism in the work of the FC. Regular faculty members are nominated by the faculty or unit head. Each unit will elect their representative, and a

broad representation of all faculty is encouraged. The Dean, or designated representative of the Dean, will serve as an ex officio member. Unit heads are not eligible to serve on the FC.

b. Nominations for the DEI representative position may occur either by colleagues, or self-nomination. The nominee(s) for the DEI representative will be responsible to identify and share any DEI-focused interest, training, background, and expertise in support of their nomination. The DEI advocate will be selected prior to the end of the Winter semester every three years. It is the responsibility of the outgoing chair(s) to make sure that nominations are collected and selection occurs.

c. A chair of the FC, or their appointee, will have the additional responsibility of serving on the Dean's Leadership Team.

d. The chair(s) will be elected by the members of the FC.

3. Operations

a. Meetings and Attendance

i. The FC shall meet once a month during the academic year. The meeting schedule will be determined at the beginning of each regular academic semester and publicly available. Meetings can be canceled as needed, and additional meetings can be added as needed.

ii. GVSU faculty, staff, and students may attend meetings.

iii. The FC members should make all efforts to attend all committee meetings. If a committee member cannot attend a meeting, they may designate an alternate. Inability to attend and designated alternates should be communicated to the chair(s) beforehand.

iv. Alternates will come from the represented unit. In the case of a prolonged absence involving several meetings, the represented unit should designate the alternate.

v. Meetings will be in person. In situations where meetings cannot be held in person, a remote meeting is acceptable.

vi. The process for voting during meetings will be determined by the members of the FC committee.

b. Length of Terms

i. The standard term on the FC is three (3) years; terms will be staggered among members to promote continuity. Members may be elected to terms of shorter lengths to fill vacancies. Standard terms begin the Monday of finals week of Winter semester.

ii. The chair(s) of the FC will be selected prior to the end of the Winter semester each year. It is the responsibility of the outgoing chair(s) to make sure the election occurs. Whenever possible, rank and experience should be taken into consideration in choosing chair(s).

iii. Faculty may not serve on the FC while on sabbatical leave (or any leave lasting a semester or longer) and thus must yield their seat to an elected substitute for the term of the sabbatical or leave.

4. Internal Bylaws of Committees

a. The FC may develop internal bylaws and procedures separate from CECI Bylaws to describe the selection of officers, procedures to handle responsibilities, and other matters. Internal bylaws must be consistent with university policy and CECI bylaws. Internal bylaws must be approved by FC voting members. All internal bylaws, once approved, shall be publicly available.

b. Changes to the governance policies contained in the CECI Bylaws are subject to approval as outlined in the Faculty Handbook under Shared Governance.