

# CONSTITUTION OF THE BRIGHAM YOUNG UNIVERSITY–IDAHO FACULTY ASSOCIATION

*Ratified—13 March 2009*

We, the associated members of the faculty of Brigham Young University–Idaho, in order to better fulfill the mission of the university and further cultivate the Spirit of Ricks, do establish this constitution.

## **ARTICLE I – Purpose**

The association will facilitate constructive communication between the university administration and the faculty by assessing the collective opinions of the faculty and representing such views in appropriate forums. The association will also facilitate communication and collaboration among the faculty.

## **ARTICLE II – Membership**

The full-time, part-time, professional, and adjunct faculty at Brigham Young University–Idaho constitute the membership of the association. Faculty members choosing not to be enrolled in the association need only submit a written declaration of such intention to the association secretary. Members shall have opportunities to provide input to the association on faculty-related issues, participate in association surveys, communicate with association officers, gather and communicate with other association members, and enjoy voting rights within the association.

## **ARTICLE III – Officers, Representatives, and Elections**

### *Section 1 - Officers*

Officers shall consist of a president, a president-elect, and a secretary. The president shall serve a two-year term. The president-elect shall serve a two-year term as president-elect followed by a two-year term as president. The secretary shall be appointed by the president. These officers shall constitute the Executive Board.

### *Section 2 - Representatives*

At least one representative shall be elected from each college and one representative shall be elected from among the part-time, adjunct, and professional faculty. Larger colleges may, if their members so wish, have one representative for every ten percent of the total number of full-time faculty members. Representatives shall serve three-year terms, with one third of the representatives being elected every year through caucuses of the respective members they represent. The representatives, together with the executive officers, shall constitute the General Board.

### *Section 3 - Election of President-Elect*

The election of the president-elect shall be held during the spring semester by secret ballot. During the winter semester, the Executive Board will appoint three association members as a nominating committee, with one as chair. Representatives shall canvas the members they represent for potential nominees and pass on such names to the nominating committee. Names may also be submitted directly to the committee by any association member. One month prior to the election the nominating committee shall submit to the Executive Board two names for president-elect. The Executive Board will contact each of the nominees to ascertain a nominee's willingness to serve. The names of those willing to serve will be put on the ballot. Ballots will be sent to the association membership no later than June 1, and the results made public no later than June 15. Persons receiving a plurality of votes (including write-in candidates) shall be declared elected. The new president-elect may begin attending meetings immediately but shall not have voting privileges until the term begins on August 1.

### *Section 4 - Vacancies*

When the office of president is vacated before the end of a full term, the president-elect will immediately succeed to the presidency, and a special election will be called to fill the vacancy in the office of president-elect. Early vacancies among representatives shall be filled by special caucuses of their respective colleges or faculty. Officers and representatives elected by special election will serve out the remaining time of the interrupted term, but may stand for reelection at the next appropriate election.

### *Section 5 - Removal from Office*

The president, president-elect, or secretary may be removed from office by a two-thirds majority vote of the association members, and a recall election will be scheduled upon receipt of a written petition from ten percent of the association members. Any representative may be removed from office by a two-thirds majority vote of the association members whom the representative represents, and a recall election will be scheduled upon receipt of a petition from five association members whom the representative represents.

## **ARTICLE IV – Duties of Officers and Representatives**

### *Section 1 – All Officers and Representatives*

All officers and representatives will carry out and maintain the mission of the Faculty Association by engaging in constructive communication and assessing the collective views of the faculty through surveys, task forces, caucuses, discussion groups, and other appropriate methods, in order to represent those views in suitable forums. Individual comments collected through surveys will remain anonymous. The association will focus on matters of general concern to the faculty as a whole and not assume a role as a mediator or advocate for individual grievances or disputes.

### *Section 2 - President*

The president shall provide leadership to the Faculty Association, preside at Executive Board and General Board meetings, meet with the university president, represent the association on university councils and committees, speak for the association in other forums, and report to the association annually.

### *Section 3 - President-Elect*

The president-elect shall oversee surveys and elections, preside and represent the association in the absence of the president, and assist with other duties as delegated by the president.

### *Section 4 - Secretary*

The secretary shall take minutes of each meeting, maintain membership rolls, certify and publish results of surveys and elections, manage and report on association funds (if any), and distribute information to the faculty and faculty association representatives.

### *Section 5 - Representatives*

Representatives shall regularly consult the faculty members they represent. In meetings of the General Board, representatives shall introduce relevant issues of general concern, suggest avenues of inquiry, present proposals, and serve in other capacities as delegated by the Executive Board.

## **ARTICLE V – Meetings**

Executive Board and General Board meetings shall be held at least monthly. A quorum shall be required to conduct business and a simple majority shall constitute a quorum. A general meeting of the association membership shall be held at least annually. As part of the general meeting, a caucus for each college and for the part-time, adjunct, and professional faculty will be held to discuss and forward collective opinions to the general board. These caucuses shall also elect representatives when necessary.

## **ARTICLE VI – Funds**

The association shall maintain financial independence. Dues, if any, shall be determined by a majority of those who participate in an election on the issue. Other funds may be accepted by anonymous donation.

## **ARTICLE VII – Ratifying and Amending the Constitution**

This constitution shall be ratified and amended by a two-thirds majority of those who participate in a ratifying election. Amendments may be proposed by a majority vote of the General Board or by a written petition of ten percent of the association members. Petitions must be in writing and must be filed with the association secretary.