3. COMMITTEE STRUCTURE

3.1 Constitution of the Academic Council

The following Constitution was approved for the Academic Council of the School of Nursing:

I. FUNCTIONS

The functions of the Academic Council of the School of Nursing shall be to approve for recommendation to Senate, all regulations, courses and programmes of study of the School of Nursing, and to discuss, and make recommendations for, any other academic and administrative matters affecting the School.

II. MEMBERSHIP

The membership of the Academic Council shall be (a) the Dean of the School of Nursing, and all other persons holding tenure or tenure-track faculty positions or contractual appointments of 12-months or longer in the School; (b) ex-officio members: the President or delegate, the Provost and Vice-President (Academic) or delegate, the Registrar or delegate, the Librarian or delegate; (c) the Senior Administrative Officer, School of Nursing; (d) four (4) elected nursing student representatives to include: one basic student, one post-RN student, one MN student and one Ph.D. student; (e) one representative from ARNNL; (f) invited representatives of other faculty and academic councils; (g) others whom the Council may decide to admit.

III. COMMITTEES

1. The Council shall establish such Standing Committees as it deems appropriate and determine the Terms of Reference of such Standing Committees.

2. The Council shall have the power to establish ad hoc committees and to delegate to these committees whatever functions it deems appropriate.

IV. OFFICERS

The officers of the Council shall be the Dean of the School who shall be Chair, the Associate Deans who shall be the Vice-Chairs and a Secretary to be appointed by the Dean of the School of Nursing. One of the Vice-Chairs shall act as Chair in the Chair’s absence.
V. MEETINGS

1. Meetings of the Academic Council shall be held as stated in the By-laws.
2. A quorum of the Academic Council meetings shall be 50% of the membership as defined in clause II (a).
3. Meetings shall be conducted under Robert's Rules of Order.

VI. BY-LAWS

By-laws may be drawn up and amended by a three-quarter majority of those present and voting provided that the proposed By-law or amendment has been submitted in writing and circulated to all members not less than fourteen days prior to an ordinary meeting of the Council.

VII. AMENDMENTS TO THE CONSTITUTION

Amendments to the Constitution shall be by three-quarter majority vote of those present and voting providing that notice of the proposed amendment has been given at an ordinary meeting of the Council and that the proposed amendment has been submitted in writing and circulated to all members not less than 21 days prior to the meeting of the Council.
Amendments to the Constitution require approval of the Board of Regents, following recommendation of the Senate.
CONSTITUTION OF ACADEMIC COUNCIL SCHOOL OF NURSING

3. COMMITTEE STRUCTURE

3.1 Constitution of the Academic Council

I. FUNCTIONS
The functions of the Academic Council of the School of Nursing shall be to approve for recommendation to Senate, all regulations, courses and programs of study of the School of Nursing, and to discuss, and make recommendations for, any other academic and administrative matters affecting the School.

II. MEMBERSHIP
The membership of the Academic Council shall be:

Voting Members of Academic Council

a. The Dean and the Associate Deans of the School of Nursing, and all other persons holding tenure or tenure-track faculty positions or regular term or teaching term contractual appointments of 12-months or longer in the School of Nursing;

b. Ex-officio members: the President and Vice-Chancellor or delegate, the Provost and Vice-President (Academic) or delegate, the University Registrar or delegate, the University Librarian or delegate;

c. Retired faculty members holding the rank of Professor Emeritus;

d. A representative from Distance Education, Learning and Teaching Support (DELTs);

e. A minimum of two (2) undergraduate students and one (1) graduate student;

f. Invited representatives of other faculty and academic councils;

g. Others whom the Academic Council may decide to invite and/admit.

Non-Voting Members of Academic Council

h. One representative from the Association of Registered Nurses of Newfoundland and Labrador (ARNNL);

i. The Senior Administrative Officer in the School of Nursing;

j. The Communications Coordinator in the School of Nursing;

k. The Learning Resource Centre (LRC) Staff, School of Nursing; and

l. The Recording Secretary of Academic Council.
III. COMMITTEES
1. The Academic Council shall establish such Standing Committees as it deems appropriate and determine the Terms of Reference of such Standing Committees.
2. The Academic Council shall establish ad hoc committees and delegate to these committees whatever functions it deems appropriate.
3. The members of standing committees and ad hoc committees will be elected by the Academic Council.

IV. OFFICERS
The officers of the Council shall be the Dean of the School who shall be Chair, the Associate Deans who shall be the Vice-Chairs, a Nominations Officer elected by Academic Council for a term of two years (renewable) and a Recording Secretary (non-voting) to be appointed by the Dean of the School of Nursing. One of the Vice-Chairs shall act as Chair in the Chair’s absence.

V. MEETINGS
1. Meetings of the Academic Council shall be held as stated in the By-laws.
2. A quorum of the Academic Council meetings shall be 50% of the membership as defined in clause II (a) and who are not on long-term leaves including sabbatical leave.
3. Meetings shall be conducted under Robert’s Rules of Order.
4. Members may participate by teleconference.
5. Members unable to be present may vote by proxy by submitting their vote in writing or an email to the Secretary prior to the Academic Council meeting.

VI. BY-LAWS
By-laws may be drawn up and amended by a two-thirds majority of those voting provided that the proposed By-law or amendment has been submitted in writing and circulated to all members not less than fourteen days prior to an ordinary meeting of the Council.

VII. AMENDMENTS TO THE CONSTITUTION
Amendments to the Constitution shall be by two-thirds majority vote of those voting providing that notice of the proposed amendment has been given at an ordinary meeting of the Academic Council and that the proposed amendment has been submitted in writing and circulated to all members not less than 14 days prior to the meeting of the Council. Amendments to the Constitution require approval of the Board of Regents, following recommendation of the Senate.

Approved by Senate (Dec. 9, 2003)
Revisions approved by Academic Council April 17, 2015