

**CONSTITUTION OF THE FACULTY COUNCIL OF THE**

**FACULTY OF EDUCATION**

**1. Function of the Council**

The function of the Council shall be:

- (a) To approve, for recommendation to the Senate, all undergraduate regulations, courses, and programmes of study of the Faculty of Education.
- (b) To approve, for recommendation to the Academic Council of the School of Graduate Studies, all graduate regulations, courses, and programmes of study of the Faculty of Education.
- (c) To discuss and make recommendations upon any other academic matters affecting the Faculty of Education.
- (d) To conduct a formal review of its programmes at least every seven years. The review shall be conducted by a Committee of the Faculty Council and shall include representatives from the faculty and students of the Faculty of Education and individuals from outside the Faculty.
- (e) To establish such Bylaws and Procedures as are deemed necessary for the conduct of Council business.

**2. Membership of the Council**

Voting membership in the Council shall be accorded to:

- (a) The President, the Vice-President (Academic), and the Registrar or delegate;
- (b) All academic staff members holding tenured, tenure track or contractual appointments in the Faculty of Education;
- (c) The Education Librarian and the University Librarian or delegate;
- (d) Voting delegates from other faculties and schools, as specified in the Bylaws and Procedures of the Faculty Council of the Faculty of Education;
- (e) Any others whom the Faculty Council may elect on a yearly basis;
- (f) Student delegates amounting to 20% of the Faculty membership of the Council;
  - (i) Student delegates shall include representation from the Undergraduate Programmes and from the Graduate Programmes in Education.

One-third of the student delegates shall be graduate students in the Faculty of Education.

One-half of the graduate student delegates shall be doctoral students.

- (ii) Only students who are registered full-time in the Faculty of Education, and who are in clear standing, are eligible for nomination.
- (iii) The number of student delegates shall be determined once each academic year, at the beginning of the Fall Semester, by the Dean of Education. These seats shall be apportioned between undergraduate and graduate students according to the ratio in Article 2.(f). The Dean's Office shall transmit these findings to Memorial University of Newfoundland Students' Union (MUNSU) and to the Graduate Students' Union (GSU). The Dean will request that the President submit the names of student delegates to the Dean's Office by September 30<sup>th</sup> of each year.
- (iv) The tenure of office for a student delegate shall be for one year. A delegate shall be eligible for re-election.

### 3. Committees of the Council

The Faculty Council shall have the authority to establish such standing and ad hoc committees as may be necessary to carry out its mandate. It shall delegate to these committees whatever functions it deems appropriate.

Students shall be members of Standing Committees as specified in the Bylaws and Procedures of the Faculty Council of the Faculty of Education.

The standing committees of the Faculty Council shall be contained in the Bylaws and Procedures of the Faculty Council of the Faculty of Education.

### 4. Quorum

A quorum exists when: (a) at least twenty-five percent of the voting members are present, and (b) Members from Clause 2(b) constitute a majority of the voting members present.

5. Officers of the Council

The officers of the Council shall consist of the Dean of Education as Chairperson, an Associate Dean, who shall be Vice-Chair and a Secretary to be appointed by the Dean. The Vice-Chair shall act as Chair in the Dean's absence.

6. Executive Committee of the Council

An Executive Committee of the Council shall be elected. The function and membership of this Committee shall be set out in the Bylaws and Procedures of the Faculty Council of the Faculty of Education.

7. Amendments to the Constitution

- (a) Amendments to the Constitution may be made at any regular meeting of the Faculty Council.
- (b) Notices of motion of a constitutional amendment must be given in writing ten days prior to the meeting.
- (c) Constitutional amendments require a two-thirds majority of the members present at the meeting.

8. Amendments to the Bylaws and Procedures

- (a) Amendments to the Bylaws and Procedures of the Faculty Council may be made at any regular Faculty Council meeting.
- (b) Amendments of the Bylaws and Procedures of Faculty Council shall be done in accordance with the rules given in Sections 7(b) and (c).