

# University System of Georgia Faculty Council Bylaws

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Drafted By:

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## **Section I: Name**

The name of the body hereby constituted is the University System of Georgia Faculty Council (USGFC).

## **Section II: Mission**

The purpose of the University System of Georgia Faculty Council is to promote and foster the welfare of system faculty, in non-collective bargaining issues, through the combined creativity and expertise of faculty representatives from system institutions.

## **Section III: Responsibilities and Functions**

The USGFC will participate in the process of University System of Georgia governance by advising, recommending, and consulting with the Chancellor or the Chancellor's designee(s) concerning the establishment of rules and regulations deemed necessary or appropriate for the promotion of the general welfare of the University System of Georgia.

The USGFC will formulate and recommend to the Chancellor or the Chancellor's designee(s) University System of Georgia policies and procedures related to but not exclusive to system faculty.

The USGFC will develop and maintain a system-wide communications network to provide for efficient transmission of relevant information to faculty.

## **Section IV: Voting**

1. Each institution within the USG shall have one vote on any matter brought before the USGFC and that vote shall be cast by the voting representative or designee.
2. A voting member may designate an alternate to a meeting that the member cannot attend. The alternate shall be eligible to vote if notice is provided in writing to the USGFC Chair prior to the meeting being called to order.
3. Unless otherwise required by these bylaws or the parliamentary authority of the USGFC, any decisions or recommendations by the USGFC must receive majority approval from each of the three institutional tiers (research, four-year, and two-year school) groupings.

4. Voting normally takes place during a meeting of the USGFC. However, voting may also take place by electronic communication or other means as determined by the officers in consultation with the membership of the USGFC.

### **Section V: Membership**

Membership of the USGFC will be comprised of one voting representative from each participating system institution. The representative for a participating institution must be a member of that institution's faculty body and selected by a process determined by the faculty unit of that institution. In addition to attending USGFC meetings in person, the council also permits participation via video or phone conferencing methods.

### **Section VI: Officers and Duties**

1. Officers: The officers of the USGFC shall be a Chair and a Chair-Elect, who shall become Chair the following year. The officers shall perform the duties prescribed by these bylaws and by the parliamentary authority adopted by the USGFC.

2. Eligibility: Only voting members of the USGFC are eligible to serve as officers.

3. Nomination and Election: At any meeting the USGFC will nominate at least one candidate for any vacant office. The officers shall be elected as described above in Section IV.3.

4. Terms of Service: The term of service of an officer of the USGFC shall begin at the conclusion of the meeting at which (s)he is elected and end when his/her successor is named, and shall typically be one academic year.

5. Duties: The Chair shall preside at all meetings of the USGFC. The Chair-Elect shall prepare minutes of each meeting. The primary duty of the officers shall be to communicate recommendations and decisions to the USG Chancellor or Chancellor's designee. The chair and chair-elect shall prepare the agenda in consultation with the USGFC members.

### **Section VI: Parliamentary Authority**

The rules contained in the current edition of *Robert's Rules of Order Newly Revised* shall govern the USGFC in all cases to which they are applicable and in which they are not inconsistent with these bylaws and any special rules of order the USGFC may adopt.

### **Section VII: Amendments**

Any proposal to amend or repeal these Bylaws shall be submitted to the officers in writing at least 30 days prior to the meeting of the USGFC at which they will be discussed. The voting shall be conducted in compliance with Section IV.