

SECTION: I. GENERAL

SUBJECT: CONSTITUTION OF THE FACULTY OF LEWIS-CLARK STATE COLLEGE

Background: Used by faculty to discharge responsibility for internal government.

Point of Contact: The President, the Provost, and the Faculty Senate are responsible for monitoring this policy.

Other LCSC offices directly involved with implementation of this policy, or significantly affected by the policy: Faculty Association

Date of approval by LCSC authority: June 5, 2016

Date of State Board Approval: 8/11/2016

Date of Most Recent Review: 06/2016

Summary of Major Changes incorporated in this revision to the policy: In June 2016, a separate policy was created for operational guidelines.

PREAMBLE

We, the Faculty of Lewis-Clark State College, in order to discharge our responsibilities for internal government entrusted to us by the Idaho State Board of Education (hereafter referred to as Idaho SBOE), do hereby adopt and declare this constitution to be the basic document under which we shall discharge those responsibilities, consonant with the established policies of the Idaho SBOE. Any provision of this constitution that falls below the minimum standards set by the Idaho SBOE policy is inapplicable.

ARTICLE I—GENERAL PROVISIONS

Section 1. Idaho State Board of Education. The Idaho SBOE is vested by Article IX of the Constitution of the State of Idaho with all powers necessary or convenient to govern the College in all its aspects. The Idaho SBOE is the final authority for actions of the Faculty. Policy actions taken by the Faculty are subject to the final approval of the Idaho SBOE.

Section 2. President of the College. The President shall be president of the Faculty, or of the several faculties, within her or his institution and the chief executive of the instructional force in all of the institution's departments or divisions. She or he shall have authority, subject to Idaho SBOE policies, to give general direction to the instruction, research, and services of the institution. She or he shall make all recommendations concerning employment of faculties and other personnel of the institution. She or he shall be responsible to the Idaho SBOE for the administration and enforcement of all rules and regulations of the institution promulgated within the policies adopted by the Idaho SBOE:

- A. The President, with the advice of the Faculty, shall determine from time to time the internal and functional organization of the institution. She or he, or her or his designee, shall be an ex officio member of all committees, councils, and boards necessary to the operation of the institutional program and the immediate government of the institution.
- B. The President, with the advice of the Faculty, shall have the right to veto any action, resolution, or recommendation of the Faculty, provided, however, that any issue so vetoed

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- upon a two-thirds (2/3) vote of the Faculty present and voting at a regular meeting of the Faculty Association must be referred to the Idaho SBOE for consideration.
- C. The President shall have all the rights, prerogatives, and responsibilities, which normally accrue to the position. She or he shall be responsible to the Idaho SBOE.
 - D. The chief executive shall select her or his own staff, subject to the required approval of the Idaho SBOE for all appointments.

Section 3. The Faculty of the College. The Faculty of the College consists of full-time lecturers, instructors, assistant professors, associate professors, professors, exempt and instructional personnel teaching at least six (6) credits or twelve (12) contact hours per week for three (3) or more of the previous six (6) semesters, the President, Provost, Vice Presidents, Deans, instructional Division Heads, and Registrar.

Section 4. Associate Faculty Members. Faculty members with emeritus status, exempt instructional personnel teaching at least one (1) credit per year but not listed as Faculty in Section 3, and such other administrative officers as the President may designate in writing are Associate Faculty members.

Section 5. The Faculty Association. The Faculty Association of Lewis-Clark State College is hereby established as the body representing the electoral interest of the Faculty. The Faculty of the College are voting members of the Faculty Association; Associate Faculty members are members of the Faculty Association with voice, but without vote.

The Faculty Association, acting in partnership with the President, is responsible for establishing educational policies and participating in institutional government (as defined in Article III of this document). The Faculty Association communicates with the Idaho SBOE through the President, the Provost, and the Chair of the Faculty Association. The responsibilities of the Faculty Association are carried out through the various committees of the Faculty Association, the Faculty Senate, and the assembled Faculty Association.

Section 6. The Faculty Senate. The Faculty Senate is empowered to act for the Faculty in all matters pertaining to the immediate governance and improvement of the College. The Faculty Senate is responsible to and reports to the Faculty Association and through the President to the Idaho SBOE, per LCSC's organizational structure. It will establish and review policies pertaining to faculty such as those for promotion and merit, sabbatical and professional leaves, and curriculum decisions. It will also serve to protect the well-being of the students.

ARTICLE II—RESPONSIBILITIES OF THE FACULTY

Subject to the authority of the Idaho SBOE and in keeping with the role and mission of the College, the Faculty recognizes and accepts its responsibilities for the immediate governance of the College, including, but not restricted to:

Section 1. Standards for Admission. The Faculty, in concert with the Director of Admissions/Registrar, shall establish minimum standards for admission to the College and its various units.

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Section 2. Academic Standards. The Faculty shall establish academic standards to be maintained by all students in the College and its various units.

Section 3. Courses, Curricula, Graduation Requirements, Degrees. The Faculty shall establish and approve courses of instruction, curricula, degrees offered, and graduation requirements.

Section 4. Scholarships, Honors, Awards, Financial Aid. The Faculty shall establish general principles in accordance with which privileges such as scholarships, honors, awards, and financial aid shall be accepted and allocated.

The Faculty may review the standards established for the allocation of such privileges.

Section 5. Conduct of Students. The Faculty is responsible for establishing rules and regulations governing the conduct of students on the campus and at authorized College activities. Rules and regulations established by the committees shall conform to established law and standards of due process, and shall be subject to review by the Faculty Senate and the President, as well as review and final approval by the Idaho SBOE. Students shall have the right of formal appeal from decisions of the College officials and bodies to the Hearing Board, the President, and the Idaho SBOE.

Section 6. Student Participation. The students shall be given representation on Faculty committees and in the Faculty Senate.

Section 7. Selection of Administrative Officers. The Faculty shall assist the Idaho SBOE in the selection of the President and shall assist the President in the selection of other administrative officers of the College.

Section 8. Governance of Divisions. The Faculty shall establish general standards to guarantee the rights of the Faculty to participate in the governance of their respective divisions and in the selection of their respective Division Chairs.

Section 9. Faculty Welfare. The Faculty, through the Faculty Senate and other standing Faculty committees, shall select a standing committee to establish criteria for salaries, working conditions, benefits, appointments, promotion, tenure, dismissal, academic freedom, leaves, and related matters, insofar as they are not in conflict with Idaho SBOE policy, and shall, in concert with the Provost, provide for a program of Faculty development.

Section 10. Budget. Members of the Faculty shall participate in budgetary matters at the Divisional and College level. It is expected that the President will seek advice and counsel from the Faculty on budgetary policies.

Section 11. Organization of the College. The Faculty shall advise and assist the President and the Idaho SBOE in establishing, reorganizing, or discontinuing administrative and academic units of the College.

Section 12. Committee Structure. The Faculty shall establish and maintain college-wide standing and special committees, subcommittees, councils, boards as specified in Article IV, and similar bodies necessary to the internal governance of the College, and provide for the appointment or election of members of such bodies. The section does not apply to ad hoc committees of a fact-finding nature to

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advise the President or to committees established by the President, or designee, for delegated administrative tasks.

ARTICLE III—AMENDMENT OF THIS CONSTITUTION

This constitution may be amended by a two-thirds (2/3) vote of the members of the Faculty Association, as defined in Article 1, Section 3, in attendance at a regular meeting, a quorum being present. Proposed amendments must have been published in full with the agenda at least one (1) week prior to the meeting or must have been presented in writing at the Faculty Association meeting previous to the one in which the vote is to be taken. Amendments to this constitution are subject to review and approval by the Idaho SBOE.