ARTICLE XII
COUNCILS OF THE ASSEMBLY

Section 1. Responsibilities
The councils of the Assembly are advisory groups which report to the Assembly. Such reports shall be made at least once during each semester unless otherwise specified in these Bylaws. Each council, with opportunity for review by the Assembly, is empowered to appoint ad hoc committees whose duties and responsibilities shall be described by the individual councils. The primary duty of the councils is to perform the functions delegated to them severally as hereinafter specified.

Section 2. Standing Councils
The standing councils shall be:

- Academic Policies Council (see Article XIV)
- Priorities and Planning Council (see Article XXII)
- Personnel Policies Council (see Article XXI)
- Assembly Executive Board (see Article XVI)
- General Education Council (see Article XVII)
- Information Technology Council (see Article XVIII)
- Graduate Council (see Article XIX)
- Student Issues and Concerns Council (see Article XV)
- Undergraduate Curriculum Council (see Article XXIII)

Section 3. Ad Hoc Committees
Subject to the approval of the Assembly, the chair of the Assembly may, from time to time, appoint ad hoc committees to report to the Assembly on special matters not covered by existing councils.

Section 4. Composition of Membership
The membership of the councils, except as otherwise provided, shall be composed as follows:

a. **Ex-Officio and other Non-Voting Members** One or more ex-officio or other non-voting members as described hereinafter. All ex-officio, liaison, honorary or other non-faculty shall be eligible to participate fully in any council or committee, except for the right to cast a vote.

b. **Assembly Members** Two assembly members shall be elected by the Assembly for two-year staggered terms. A council member from the Assembly may serve for one year beyond the council member's Assembly term. The Assembly member so serving shall then be considered as a member-at-large in accordance with the following section. The election of these council members shall precede the election of non-Assembly members.
c. **Non-Assembly Members** The Faculty Assembly shall elect for two-year staggered terms five members from the General Faculty who shall meet the eligibility requirements for Assembly membership in accordance with Article VIII, Section 1. The Faculty Assembly may elect to fill one of these positions with a member of the Professional Staff Group who meets the eligibility requirements, provided no other member of the Professional Staff Group serves on the council. If a non-Assembly member serving a two-year term on a council is elected to the Assembly at the end of one year, this individual must resign from the council. This individual may stand for election to that council or any other council as an Assembly member. At the annual spring elections, the Personnel Policies Council shall canvass department members as to their council preference. (2) At any given time only one member of an academic department or the Administrative Group or the Professional Staff Group may serve on any given council with the exception of the Faculty Advisory Council to the president and excepting ex-officio members.

d. **Department Representation** At any given time only one member of an academic department or the Administrative Group or the Professional Staff Group may serve on any given council with the exception of the Faculty Advisory Council to the president and excepting ex-officio members. Exceptions are also granted for faculty housed in an academic department with significant teaching responsibilities in other interdisciplinary programs.

e. **Council Chairs** All Faculty Council Chairs will serve terms of two (2) years and may be reappointed for a maximum of three (3) consecutive terms before stepping down for at least two years. This term limit applies only to the chair of the committee, who may remain on the committee after her/his term as chair has expired.

**Section 5. Selection of Members**

At its first meeting the Assembly shall elect by secret ballot the members of the councils. No assembly member shall serve on more than two councils concurrently. If for any reason a council member fails to serve, the council chair, after consultation with its members, shall, on a majority vote of its members, request the election of a replacement.

**Section 6. Meetings**

Within three weeks after the first meeting of the new Assembly, the councils shall organize. They shall meet at least once a month during the academic year from October 1 to May 31. Any two members of a council may call a meeting of a council by announcement to the chair of the council.

**Section 7. Reports to President**

If a council of the Assembly shall be called upon by the president of the College to perform special tasks, the council shall report its findings and conclusions to the president and the Assembly concurrently. No such council shall have the power to act for the Assembly in approving or disapproving policies. Neither shall it make public elsewhere its findings or conclusions prior to reporting to the Assembly. The chair of the Faculty Assembly shall, whenever appropriate, offer the services of the Assembly councils to the president of the College.