

Articles in the Elected Faculty Council
in
The College of Business Administration
at
The University of Iowa

I. Purpose

In order to complete and harmonize the government in the College and to perfect and promote the good work therein, and Elected Faculty Council is hereby instituted in the College of Business Administration.

II. Authority

The organization, authority, purpose and function of this Elected Faculty Council in the College of Business Administration, hereinafter called the "Council," are to be construed within the legal framework of the Code of the State of Iowa and subject to both the authority of the Iowa State Board of Regents and the approval of the President of the University. It is recognized that the Council is authorized to investigate, advise, and recommend and that the College Administration will provide explanations to the Council for any Council recommendations which the Administration rejects.

III. Responsibility

This Council shall be concerned with the planning, policy and review of the matters pertinent to the purposes and functions, welfare and government of the College. Accordingly, this Council will undertake to investigate, advise and recommend with respect to such matters, as the occasion may warrant.

IV. Membership

The Council shall consist of six members who shall be nominated and elected college wide from and by all the regular faculty of the college. Regular faculty, hereinafter referred to simply as faculty, constitute persons with rank of professor, associate professor, assistant professor and instructor, including both clinical and tenure track appointments. Faculty who are members of the Dean's offices or who are serving as department executive officers may vote in the election of members but are not eligible to serve as members on the council

V. Election of members

1. Elections shall be organized and completed under the direction of the Chairperson of the EFC annually in April.
2. The election of the faculty members to the Council shall proceed in the following manner:

- (a) Ordinarily, three new members are to be elected each year.

- (b) One nomination ballot together with a list of faculty eligible to Council membership will be distributed to each of the regular faculty of the college.
- (c) Each faculty member voting may nominate at most 3 persons from the list provided of faculty eligible to Council membership.
- (d) The validated nominating ballots will be counted by summing the votes received by each person nominated. Six candidates shall be selected in order from those getting the most votes, with one candidate being from each department. Ties will be resolved by random selection. The 6 nominees will be contacted to ascertain whether they are willing to serve. If any candidate is unwilling to serve, the person with the next highest number of votes will be contacted. This process will be repeated until there are 6 willing candidates who to the extent possible represent a minimum of four departments with no more than two candidates from any one department.
- (e) Ballots listing the 6 candidates will be distributed and each voting faculty member shall select at most 3.
- (f) The validated election ballots will be counted by summing the votes received by each candidate. Three of these candidates shall be selected in order from those receiving the most votes such that to the extent possible a maximum of one shall be selected from any one department. Ties will be resolved by random selection. The three persons so elected will be elected members to the Council.
- (g) The procedures in Article V, section 2 for the election of faculty members to the Council shall be effective beginning with the 1984 EFC elections.

VI. Tenure

1. Faculty members elected to the Council will serve a two year term beginning with the May meeting of the Council following their election in April.
2. Replacements for faculty members who are unable to complete their term of office shall be determined by faculty elections according to procedures specified by the Council.

VII. Officers and Duties

1. There will be a Chairperson, a Vice-Chairperson and a Secretary. They will be chosen annually by the Council members in their May meeting.
2. The Chairperson shall preside at all meetings of the Council.
3. The Vice-Chairperson shall, in the absence or disability of the Chairperson, perform the duties of the Chairperson. The Vice-Chairperson shall attend all meetings of the College Executive Committee and comparably functioning bodies and will make regular reports on such meetings to the council; but it is recognized that there may be

rare and extraordinary circumstances in the discretion of the Dean of the College and that would warrant the exclusion of the Vice-Chairperson from such meetings.

4. The Secretary shall keep or cause to be kept correct records of all regular and special meetings of the Council. In the event of the absence or disability of the Secretary, the Chairperson shall appoint a temporary Secretary.
5. At the discretion of the Council, the positions of the Vice-Chairperson and Secretary may rotate among members.

VIII. Meetings and Activities

1. Meetings of the Council shall be open to persons and agenda as the matter of the meeting appropriately permits.
2. The Council will meet on a regular basis monthly and at such other times as may be necessary.
3. All meetings of the Council will be called by the Chairperson who will announce the agenda at least one week prior to the meeting.
4. Any four of the Council's six members will constitute a quorum for the purpose of conducting Council business.
5. The Council will report to the College faculty, at least annually.
6. The Council will meet as appropriate with the President, Provost or other appropriate officials of the University to discuss issues related to the college.
7. The Council will maintain regular communication with the Dean of the College; said communication shall include the Dean's attendance at one or more regular meetings on invitation from the council or at a special meeting called for that purpose.

IX. Adoption and Amendments

Adoption of these articles and amendments thereto shall be done by majority vote of the regular faculty of the College.

Adopted 1977.
Revised, April, 1983
Revised, May, 2003