

***THE CONSTITUTION OF THE FACULTY OF
SOUTHWESTERN OKLAHOMA STATE UNIVERSITY AT SAYRE***

PREAMBLE

The well-being of a university depends on the academic quality and commitment of its faculty. Commitment comes from meaningful involvement and participation in the conduct of the university. The purpose of this Constitution is to enable Sayre Campus faculty to participate in the achievement of the goals of Southwestern Oklahoma State University.

ARTICLE I. Authority of the Faculty Association

This organization shall be called the Faculty Association of Southwestern Oklahoma State University at Sayre, and shall make recommendations to the Administration, the General Faculty, and the Student Senate on all matters relating to the best interests of the University. The normal channel for recommendations to the administration shall be through the office of the Dean of the Sayre Campus.

ARTICLE II. Membership

Members of the Faculty Association shall include all full-time members of the regular faculty who hold tenure track and nontenure track appointments and adjunct faculty teaching a full course load.

ARTICLE III. Offices of the Association

Section 1. Election and Tenure of Officers

The offices of the Association shall be a President, a President-elect, a Secretary-Treasurer, Senators and other officers as determined by the Association. In January the President shall appoint a three-member Nominating Committee to make recommendations with regard to all offices except Senators and prepare a ballot. At the March meeting of the Faculty Association, the Association shall choose, by ballot, its new officers (except for Senators), all of whom shall assume their offices at the May meeting of the Faculty Association. The past President-elect shall assume the Office of President on the first day of May and shall preside at the regular May meeting of the Faculty Association. The terms of office for the President, President-elect, and Secretary-Treasurer shall be for two years.

Section 2. Duties of offices

The President shall preside over all regular and special sessions of the Faculty Association. The President shall appoint the members of committees; convene into special session the Faculty Association; receive from the Association and transmit forthwith the recommendations of that body to the appropriate officials; counsel with, involve, and train the President-elect in such a fashion as to provide continuity in the efforts of the Association from year to year; and fulfill whatever other duties the Association may vest in the office. The President shall submit a budget to the Association for approval each fall. The budget shall be detailed to whatever degree the Association shall require.

The *President-elect* shall preside at sessions of the Faculty Association in the absence of the *President*. The *President-elect* shall serve as membership coordinator for the Higher Education Alumni Council of Oklahoma (HEACO).

The *Secretary-Treasurer* shall be responsible for minutes of the meetings; oversee the Association funds; maintain records of receipts and expenditures; keep records of past minutes and all motions and resolutions passed by the Association; and serve as a reference for past Association action.

Senators shall represent the Sayre campus faculty in the SWOSU Faculty Senate on the Weatherford campus. One Senator shall be elected for every seven full-time equivalent faculty members or major fraction thereof. Senators shall have a minimum of four years experience at Southwestern Oklahoma State University. Senators shall hold office for three years unless a change is made for the purpose of staggering terms. (The Senate may provide a plan to adjust the terms of office so that one-third of the Senate is elected each year.) If a vacancy occurs, it shall be filled within a period of one month by election for the remainder of the term of office. Senators may also hold other offices in the Association. The Association President may at the request of Senators call special meetings of the Association to discuss Senate business.

Section 3. Removal from Office

Any officer shall be removed from office for cause with the concurrence of two-thirds of the Association members present; but the officer shall be entitled to a hearing preceding a vote.

Section 4. Vacancies in Office

In case of the removal, death, or resignation of the President, the powers and duties of the said office shall devolve upon the President-elect, in which case the Faculty Senate shall act immediately to fill the vacant office of President-elect. In case of the removal, death or resignation of any other officer, the Faculty Association shall act immediately to fill the vacant office by election from floor for the remainder of the term.

ARTICLE IV. Conduct of the Association

Section 1.

The Faculty Association shall meet in regular monthly sessions at a time and place determined by the association. A majority of its members shall constitute a quorum. The Association year shall begin May 1 and end April 30. The Association shall follow *Robert's Rules of Order* or may otherwise determine, by majority vote, the rules of its proceedings.

Section 2.

The Executive Council of the Faculty Association composed of the President, President-elect, Secretary-Treasurer, and Senators shall meet as necessary between regular Association meetings.

The Executive Council shall make recommendations to the Association regarding personnel policies, university policies, curriculum, student affairs, and other appropriate matters.

Section 3.

All questions that shall arise concerning the meaning or intent of this Constitution shall be submitted to a special committee, called the Judiciary Committee, for resolution. This committee shall submit to the Association its written opinion of the controversy no later than the next regularly scheduled Association meeting.

ARTICLE V. Amendments to the Constitution

The Association, whenever a simple majority meeting in regular session shall deem it necessary, shall propose amendments to this Constitution, or, on written petition of one-third of the whole faculty, shall create a special committee for proposing amendments, which in either case, shall be valid to all intents and purposes, as part of this Constitution, when ratified by a two-thirds majority of the votes cast by the faculty in an election called by the Association for this purpose; provided that no less than two nor more than eight weeks elapse between the time of the proposal and ratification.

ARTICLE VI. Ratification of the Constitution

This Constitution shall be in effect when ratified by a two-thirds majority of the votes cast in a special election called by the Faculty Governance committee, and when sanctioned by the University President. We, the undersigned, bear witness this _____th day of _____2001, that this Constitution has been duly ratified by the Faculty of the Sayre Campus and the Administration of Southwestern Oklahoma State University.

For the Administration:

For the Faculty:

Dr. JoAnna Hibler, President
Southwestern Oklahoma State University

Patsy Wootton, Chair
Faculty Governance Committee
Southwestern Oklahoma State University at Sayre
Dr Bette Becker, Dean Sayre Campus

Amendment I

Officers of the Association

Section 1.

The terms of office for the President, President-elect, and Secretary-Treasurer shall be for two years.

Section 2.

This article shall be operative with the March, 2003 election of officers pursuant to Faculty Senate action (01-01-14-03) which amends **Article III, Section 1.**