CONSTITUTION

OF THE

COLLEGE OF BUSINESS, INDUSTRY, LIFE SCIENCE AND AGRICULTURE

Article 1. Name

The name of this organization is the College of Business, Industry, Life Science and Agriculture, hereinafter referred to as the College.

Article 2. Objectives

The College objectives are the following:

A. to develop, maintain and modify curricula appropriate to the mission of the College;
B. to provide and promote quality educational opportunities to the university's constituents;
C. to provide extended services as defined by the mission of the College.

Article 3. Membership

All faculty, academic staff and university (formerly known as classified) staff with an appointment in the departments of Biology, Industrial Studies, and Media Studies and the schools of Agriculture and Business are members of the College.

Voting rights at the College meetings extend to all members of the college with an appointment of 50 percent or greater in a department or school in the College at the time of the vote.

Membership in college committees is open to all members of the college (only faculty members can serve on the CRSTC) with an appointment of 50 percent or greater in a department or school in the College.

The term department chair as used in this constitution also includes persons serving as director of a school. The term department also includes any school.

Article 4. Meetings

Regular meetings of the College as a whole are called by the dean. A regular meeting is held once each semester. Special meetings are called at the discretion of the dean or by a written petition of at least thirty percent of the members of the College.

Members of the College must be notified in writing at least one working day prior to any meeting. A quorum must be present for voting purposes.

As amended August 29, 2014
Article 5. Officers

The officers of the College are the dean and the recording secretary.

The duties of the dean (or designee) include, without limitation:
1. presiding at all meetings of the College as a whole,
2. presiding at the meetings of the College Council,
3. serving as fiscal agent for the College,
4. serving as chair of designated committees,
5. providing academic and intellectual leadership to the College,
6. providing guidance to improve the quality of instruction,
7. recommending the hiring of new personnel, after consultation with appropriate bodies and individuals,
8. making recommendations regarding the evaluation of all College personnel in consultation with the CRSTC.

The duties of the recording secretary are to record and distribute the minutes. The recording secretary is appointed by the dean.

Article 6. Powers

All actions of the College must be consistent with applicable policies established, as appropriate, by the university faculty, academic staff or chancellor.

Any decision of the College may be reviewed by the university faculty or academic staff upon request by either:
1. The chancellor, provost or dean of the College, or
2. The university faculty or academic staff as specified in the constitution or bylaws of the respective body.
Article 7. College Councils and Committees

1. College Council

   The College Council consists of the dean, the assistant/associate dean(s), and all department chairs in the College.

2. College Curriculum Committee

   The College Curriculum Committee consists of the dean and/or designee and one member elected by each department for a term of two years. The college representative to the University Undergraduate Curriculum Commission serves as a non-voting member unless duly elected as a department representative to the committee.

3. College Budget Committee

   The College Budget Committee includes the dean and one member elected by each department for a term of two years. The college representative to the University Budget Commission serves as a non-voting member of the committee unless duly elected as a department representative to the committee.

4. College Rank, Salary and Tenure Committee

   The College Rank, Salary and Tenure Committee (CRSTC) includes the dean and one member elected from each department (except under the special circumstances detailed in the College Bylaws) for a term of two years. Members from the departments will be elected by a vote of the entire College faculty.

5. College Equity and Diversity Committee

   The College Equity and Diversity Committee consists of one member elected by each department, one academic staff representative, one student and one member of the university staff. There shall also be one representative from the University of Wisconsin-Platteville affirmative action office serving ex officio.

6. College Student Advisory Council

   The College Student Advisory Council consists of the dean and at least one student from each department in the College. Students are appointed by the dean in consultation with the department chairs.
7. Faculty Development Committee

The Faculty Development Committee consists of a representative from each department and will be selected from the faculty and academic staff.

8. Thomas and Lee Ann Lindahl Teaching Award Selection Committee

As per the wishes of Thomas and Lee Ann Lindahl, this Selection Committee consists of the dean (or designee), one faculty member (with preference given to a former Lindahl recipient), and one student. The faculty member and student serve one-year terms with a rotation to ensure representation from the different departments.

9. College Ad Hoc Committees

The dean appoints ad hoc committees as necessary. The number of committees and their membership are determined at the discretion of the dean.

10. Dissolution of Committees

Committees may be moved to inactive status at the discretion of the dean in consultation with College Council.
Article 8. Amendments

Any proposed amendments to this constitution must be distributed in writing to members of the College. The constitution may be amended by a two-thirds majority vote at a meeting of the College with a quorum present or an affirmative vote of at least 51% of the total eligible members on a ballot distributed by the dean.

Article 9. Ratification

This constitution may be ratified by a two-thirds majority vote at a meeting of the College with a quorum present or an affirmative vote of at least 51% of the total eligible members on a ballot distributed by the dean.

BYLAWS

of the

COLLEGE OF BUSINESS, INDUSTRY, LIFE SCIENCE AND AGRICULTURE

Article I
Rules of Order

Formal business should be conducted according to Robert’s Rules of Order unless otherwise designated in the Constitution or Bylaws.

Article II
Councils and Committees

Except for the dean, no faculty or academic staff member shall serve on more than two standing committees within the College. Elections shall be conducted prior to September 1. Terms of committee members on formal committees will be limited to two consecutive two-year terms.

The dean, or the designee of the dean, serves as chair of all committees on which the dean serves as a member. In all other cases, the committee shall elect the chair from its membership. The dean will designate a temporary chair for the first meeting and the committee will select its chair at the first meeting.

The term department chair as used in these bylaws also includes persons serving as director of a school. The term department also includes any school.

All terms of committee membership shall be staggered. The initial membership of each committee shall select three of its department representatives for two-year terms. The remaining two department representatives shall serve initially for one year and two years thereafter.

All elections of department representatives to committees, with the exception of the CRSTC, shall be conducted in each department according to its election procedures but prior to September 1.

Section 1. College Council

The College Council shall be composed of the dean of the College, the assistant/associate dean(s), and the chairs of departments within the College.

As amended August 29, 2014
A. The chair of the Council shall be the dean of the College.
B. Regular meetings shall be held at least once each month. Special meetings shall be held upon a request to the dean by other members of the Council or at the prerogative of the dean.
C. The duties of the Council shall be to make recommendations to the dean of the College concerning the policies of organization, staffing, and administration of the College.

Section 2. College Curriculum Committee

The College Curriculum Committee shall include the dean (or designee) and one member elected by each department for a term of two years. The college representative on the University Undergraduate Curriculum Commission will serve as a non-voting member of the committee.
A. The chair of the committee shall be the dean of the College or a designee of the dean.
B. Meetings shall be held as deemed necessary to carry out the duties of the committee.
C. The duties of the committee shall include:
   1. evaluating requests for new undergraduate courses and curriculum revisions.
   2. reviewing existing courses and curricula within the College.
   3. encouraging interdepartmental coordination of course offerings and scheduling.
   4. monitoring actions of the University Undergraduate Curriculum Commission.
   5. reviewing and monitoring assessment practices.

Section 3. College Budget Committee

The College Budget Committee shall include the dean (or designee) and one member elected by each department for a term of two years. The college representative on the University Budget Commission will serve as a non-voting member of the committee.
A. The chair of the committee shall be the dean of the College or a designee of the dean.
B. Meetings shall be held as deemed necessary to carry out the duties of the committee.
C. The duties of the committee shall include:
   1. the review, consolidation and prioritization of departmental budget requests consistent with guidelines specified by the University Budget Commission.
   2. making appropriate recommendations to the University Budget Commission and recommend allocations, within the College, of budgeted funds as approved by the University Budget Commission.

Section 4. College Rank, Salary and Tenure Committee

The College Rank, Salary and Tenure Committee shall include the dean of the College and one member elected from each department (except under the special circumstances described under “D. Election procedures) for a term of two years. Members from the departments will be elected by a vote of the entire College faculty.

As amended August 29, 2014
A. The chair of the committee shall be the dean of the College or the designee of the dean.
B. Meetings shall be held as deemed necessary to carry out the duties of the committee.
C. Duties of the committee shall include all provisions set forth by the University Rank, Salary and Tenure Commission, the Faculty Senate or the University Faculty Bylaws.
D. Election procedures:
   10. The dean will send out an elimination ballot to all eligible faculty members in departments wherein there is a vacancy. Department chairs and members of the University RST Commission are ineligible. All other tenured faculty members are eligible. Eligible faculty members may remove themselves from consideration by so indicating on, signing, and returning the elimination ballot. Eligible faculty members who do not eliminate themselves will be considered candidates for nomination. If a department has no candidates it will not be represented on the CRSTC.
   11. The dean will then send out a nomination ballot to all tenured and tenure-track faculty members in the College. Each tenured and tenure-track faculty member will be asked to vote for two candidates in each department. The two candidates in each department with the greatest number of votes will be considered nominees.
   12. The dean will then send out an election ballot to all tenured and tenure-track faculty members in the College. Each tenured and tenure-track faculty member will be asked to vote for one nominee in each department. The nominee with the greatest number of votes will be elected to the CRSTC. If a department has only one nominee, he/she must receive an affirmative vote on more than 50% of the ballots cast or the department will not be represented on the CRSTC.

Section 5. College Equity and Diversity Committee

The College Equity and Diversity Committee shall include one member elected by each department for a term of two years, one university staff member appointed by the dean, one academic staff representative appointed by the dean, and one student appointed by the dean. The University of Wisconsin-Platteville affirmative action officer or designee shall serve ex officio.
A. The chair of the committee will be elected from the department representatives at the first Fall meeting.
B. Meetings will be held as deemed necessary to carry out the duties of the committee.
C. The duties of the committee shall include:
   1. promoting diversity and equity in education and employment in the College.
   2. providing awareness of equity and diversity issues to college members and to provide education on issues related to a positive environment for everyone in the College.
   3. arranging or publicizing workshops designed to assist college members to better understand equity and diversity and related issues.
Section 6. Faculty Development Committee

Membership shall consist of a representative from each department and will be selected from the faculty and academic staff. The committee chair will be appointed by the dean after the committee has been selected. The duties of the committee shall include:
A. establishing faculty development activities throughout the year. For example, a workshop at the beginning of each semester,
B. providing new faculty orientation and assistance within the college,
C. providing for development of support for faculty for sabbaticals, workshops, and other development activities,
D. encouraging faculty recognition opportunities.

Section 7. College Student Advisory Council

The dean of the College, in consultation with the department chairs, will appoint at least one student from each department in the college for committee membership. The chair of the committee will be the dean or the designee of the dean.

Section 8. Thomas and Lee Ann Lindahl Teaching Award Selection Committee.

The dean of the College will appoint one student and one faculty member for committee membership (with preference given to a former Lindahl recipient). The chair of the committee will be the dean (or designee). The student and faculty member will serve one-year terms with a rotation to ensure representation from the different departments. This committee will solicit nominations and select the recipient according to the criteria and procedures outlined by Thomas and Lee Ann Lindahl when they endowed the award.

Section 9. College Ad Hoc Committees

The dean of the College may appoint any ad hoc committees as deemed necessary. The dean shall appoint the ad hoc committee members and determine the composition of the committees.

Article III
Department Chair Selection

Faculty, academic staff, and university staff will vote during the process for selection of the department chair under the following condition: the person has a 50% or more appointment in the department at the time of the vote.
Article IV
Amendments

These bylaws may be amended by a two-thirds majority vote at a meeting of the College with a quorum present or an affirmative vote of at least 51% of the total eligible members on a ballot distributed by the dean.

Article V
Ratification

These bylaws may be ratified by a two-thirds majority vote at a meeting of the College with a quorum present or an affirmative vote of at least 51% of the total eligible members on a ballot distributed by the dean.