

CONSTITUTION
SOUTHWEST MINNESOTA STATE UNIVERSITY FACULTY ASSOCIATION
OF THE INTER-FACULTY ORGANIZATION OF THE MINNESOTA STATE
UNIVERSITIES IN THE MINNESOTA STATE COLLEGES AND UNIVERSITIES
(MNSCU)
SYSTEM OF THE STATE OF MINNESOTA

ARTICLE I: Name

In accordance with the Constitution of the Inter-Faculty Organization (IFO), this organization shall be called the Southwest Minnesota State University Faculty Association (SmSUFA).

ARTICLE II: Purpose

The purpose of this organization shall be to promote the welfare of the faculties of the Minnesota State Colleges and Universities and Southwest Minnesota State University (SMSU) and to improve education in the State of Minnesota through faculty participation in the governance of MNSCU and SMSU.

ARTICLE III: Structure

Section 1: Faculty Assembly

The Faculty Assembly shall have the authority to establish policies, approve budgets, and review actions of the SmSUFA Executive Committee (Exec. Comm.).

Section 2: SmSUFA Exec. Comm.

Subject to Article III, Section I, the managing body of this organization shall be the SmSUFA Exec. Comm. It shall have full power for the SmSUFA subject to the limitations of the SmSUFA Constitution.

ARTICLE IV: Membership

Section 1: General

The membership of this organization shall consist of faculty members who are eligible under the requirements of the IFO Constitution and comply with the Constitution of SmSUFA.

Section 2: Faculty Assembly

The membership of the Faculty Assembly shall be all members of SmSUFA

Section 3: SmSUFA Exec. Comm.

The membership of the SmSUFA Exec. Comm. shall be those officers elected under Article V, Section 1.

ARTICLE V: Officers

Section 1: Elective Officers

The elective officers of the organization shall be the President (Pres), Vice President (VP), Secretary (Secy), Treasurer (Treas), IFO Board Member, and the chairpersons of the following committees:

- Governmental Relations (statewide)
- Personnel Policies and Grievance
- Curriculum
- Budget Review (statewide)

Master Contract Goals (statewide)
Professional Improvement
Membership and Communications
Academic Technology
Academic Affairs and Continuing Education
Long-Range Planning
Physical Plant/Facilities
Feminist Issues (statewide)
GLBT Issues (statewide)
Graduate Council
Multicultural Issues (statewide)

The persons elected shall take office on the first duty day of Fall semester.

Section 2: Additional Officers

The SmSUFA Exec. Comm. may establish and provide means of selection of committee members, additional positions, committees, and assignments.

Section 3: Elections

- a. During the first two weeks prior to Spring mid-semester break in odd-numbered years, a meeting of the Faculty Assembly shall be held for the purpose of electing the Pres, VP, Secy, Treas, and IFO Board Member. The meeting shall be announced by written notice to the members at least one week prior to the date of the meeting. The current Pres, VP, Secy, Treas, and IFO Board Member shall serve as a nominating committee for all elective officers. Additional nominations may be presented from the floor.

The President and Vice President shall take office on June 1; the Secretary, Treasurer, and IFO Board Member shall take office on the first duty day of Fall semester.

- b. During the first two weeks following Spring mid-semester break in odd-numbered years, a meeting of the Faculty Assembly shall be held for the purpose of electing chairpersons of the following committees:

Governmental Relations (statewide)
Personnel Policies and Grievance
Curriculum
Membership and Communications
Long-Range Planning
Graduate Council
GLBT Issues (statewide)
Multicultural Issues (statewide)

The persons elected shall take office on the first duty day of Fall semester.

- c. During the first two weeks following Spring mid-semester break, in even-numbered years, a meeting of the Faculty Assembly shall be held for the purpose of electing chairpersons of the following committees:

Budget Review (statewide)

Master Contract Goals (statewide)
Professional Improvement
Academic Affairs and Continuing Education
Physical Plant/Facilities
Academic Technology
Feminist Issues (statewide)

The persons elected shall take office on the first duty day of Fall semester.

Section 4: Vacancies

- a. In the event of a vacancy in the office of the Pres, the VP shall become the Pres and an election shall be held by the Faculty Assembly within 15 duty days to elect a VP for the remainder of the unexpired term. In the event of a vacancy in the office of the VP, an election shall be held by the Faculty Assembly within 15 duty days to elect a VP for the remainder of the unexpired term. In the event of vacancies in both offices of Pres and VP, meetings of the Exec. Comm. shall be convened by the remaining officers of the Exec. Comm., with responsibility for convening falling to the officer or committee chair in order of the naming of said officers in Section 1 of this Article. The purpose of the convening is to arrange for elections to fill both the Pres and VP positions within 15 duty days.
- b. Vacancies in any Exec. Comm. position other than the Pres and VP may be filled for the remainder of the term by means determined by the Exec. Comm.

ARTICLE VI: Meetings

Section 1. Exec. Comm.

The SmSUFA Exec. Comm. shall normally meet once each week when school is in session. Special meetings of the SmSUFA Exec. Comm. may be called by the President, or shall be convened upon written request of a majority of the SmSUFA Exec. Comm. members.

Section 2: Faculty Assembly

The Faculty Assembly shall meet at least once each academic term of the academic year. Additional meetings may be called by the SmSUFA Exec. Comm., or shall be called upon petition by 20% of the SmSUFA membership. The SmSUFA Exec. Comm. shall set the time and the Pres or his/her designee shall preside.

Section 3: Referendum

If at least one-third of the SmSUFA members submit a petition to the SmSUFA Exec. Comm. proposing a specific action or position, and if the SmSUFA Exec. Comm. does not adopt such proposal in substance at the SmSUFA Exec. Comm. following receipt of the petition, the SmSUFA Exec. Comm. shall submit the matter to a meeting of the Faculty Assembly within ten days of such SmSUFA Exec. Comm. decision. The initial decision of the SmSUFA Exec. Comm. shall prevail until the results of the referendum is announced at the Faculty Assembly meeting.

ARTICLE VII: Quorum

Section 1: Exec. Comm.

A quorum for the SmSUFA Exec. Comm. shall be a majority of persons holding Exec. Comm. offices.

Section 2: Faculty Assembly

A quorum shall consist of a majority of members or if the meeting and agenda have been announced at least 48 hours prior to the meeting, then a quorum shall consist of those members present and business shall be limited to the published agenda items.

ARTICLE VIII: Rules of Order

Robert's Rules of Order, (most current edition), shall govern all meetings of all components of this organization unless otherwise specifically provided herein. No proxy shall be permitted in any situation unless specifically provided herein. Mail balloting shall be permitted only by a two-thirds affirmative vote of the Faculty Assembly.

ARTICLE IX: Amendments

Proposed amendments shall be provided to members in writing at least thirty days prior to voting. The Constitution may be amended by a two-thirds affirmative vote of the Faculty Assembly.

Original typing	8/25/76
Second typing:	9/1/78
Third typing:	6/10/81
Revised & Fourth typing:	5/4/92
Revised & Fifth typing:	5/15/96
Sixth typing/web access:	11/12/2002
Revision	3/27/2008