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Section III: Faculty Council [1]

III.A.1 Composition

III.A.1.a Member Selection

1. Members of the Faculty Council shall be selected from the voting members of the Faculty Senate. During the period from the election of new members of the Faculty Council until the start of the new senate year, the newly elected members of the Faculty Council shall be invited to attend all Faculty Council meetings and to participate in debate. They shall not be voting members of the Faculty Council until the start of the new senate year, except that they may vote in the election of officers at the annual organizational meeting of the Faculty Council.

2. Members of Faculty Council include:

- Faculty Council Chair
- Faculty Council Chair-elect
- Faculty Council Immediate Past-chair
- Faculty Council Secretary
- Chair or President of each Campus Faculty Assembly
- Chair or Co-Chairs of each standing Faculty Council Committee
- Three Campus Representatives at Large from each campus
- A member of a University of Colorado Retired Faculty Association

III.A.1.b Replacement Members

1. Replacement members shall serve the remainder of the original member's term per processes outlined below in III.B.4.a.

III.A.2 Officers

III.A.2.a The Faculty Council shall elect a Chair-elect and a secretary. The Chair-elect will serve one (1) year and then assume the role of chair. The Chair will serve one (1) year and then assume the role of immediate-past chair. The immediate past Chair term is one (1) year. The secretary will serve a one (1) year term. Candidates of Faculty Council Officer positions must be members of the Faculty Senate holding no administrative appointment above the level of department chair, division chair, division director, or institute/center director. It is customary over time for Faculty Council officers to be selected from all the campuses of the university, and distribution across campuses is encouraged at each election.

III.A.2.b. Chair

1.

The Faculty Council Chair shall:

a. preside over all meetings of the Faculty Senate, the Faculty Council, and the Executive Committee;
b. report Faculty Council actions to the Faculty Senate at regular and special meetings of the Faculty Senate;
c. prepare the agenda for Faculty Council meetings in consultation with other members of the Faculty Council;
d. serve as the primary spokesperson for the Faculty Senate, the Faculty Council and Faculty Council Executive Committee;
e. meet regularly with System Administration Officers;
f. provide Faculty Senate updates at the Board of Regents meetings;
g. collaborate with other shared governance groups as necessary, i.e. Student Government, System Staff Council, Faculty Assemblies
h. attend university functions at the request of the University President.

III.A.2.c. Chair-elect

1. The Faculty Council Chair-elect shall:

   a. support the Chair in executing their duties, including attending meetings, helping coordinate initiatives, and representing Faculty Council in the Chair's absence;
   b. ensure adequate staffing of Faculty Council committee membership;
   c. join the Faculty Council Chair at meetings with the System Administration Officers through the second half of their Chair-Elect term;
   d. work closely with the current Chair to understand the responsibilities and operations of the Chair position, ensuring a smooth and effective transition of leadership.

III.A.2.d Immediate Past Chair

1. The Faculty Council Immediate Past Chair shall:

   a. support the Chair and Chair-elect in executing their duties, including attending meetings, helping coordinate initiatives, and representing Faculty Council in the event both the Chair and Chair-elect are absent;
   b. ensure the leadership transition process is smooth and institutional memory is reflected accordingly;
   c. chair or co-chair committees, task forces, or special projects as assigned by the Chair.

III.A.2.e Secretary

1.

The Faculty Council Secretary shall:

a.serve as Parliamentarian of the Faculty Council;
b. work with the Recording Secretary to organize the Faculty Council elections;
c. preside over the election of officers;
d. ensure there is a quorum during any Faculty Council vote

e. maintain, with the Recording Secretary, an accurate list of current voting members;
f. assume the duties of the Recording Secretary in the event that they are unable to fulfill the duties as described below at III.A.2.f.

III.A.2.f Recording Secretary

1. There shall be a Recording Secretary (not necessarily a member of the Faculty Council) who is selected at the discretion of the Faculty Council Chair. The Recording Secretary shall:

   a. keep, distribute, and preserve accurate minutes of meetings of the Faculty Senate and Faculty Council;
   b. distribute agendas, proposed motions, resolutions, and actions of the Faculty Senate and Faculty Council;
   c. keep an up-to-date record of the status of all resolutions and actions taken by the Faculty Senate, the Faculty Council, or the Executive Committee;
   d. maintain the official files of the Faculty Senate, the Faculty Council, and the Executive Committee, i.e. membership roster, website updates, applications used;
   e. work with the Faculty Council Secretary to ensure an organized election and balloting process.

III.A.2.g Concurrent Terms of Office

1. Persons who are officers of Faculty Council or Faculty Council committees (i.e., Chair, Chair-elect, Secretary) shall hold only one Faculty Council office at any one time.
2. Faculty Assembly Chairs/Presidents shall not also hold a position as a Faculty Council Officer as both positions hold voting rights on the Faculty Council Executive Committee.

III.A.3 Executive Committee

III.A.3.a Membership

1. The Faculty Council Chair shall serve as the chair of the Executive Committee.

Members of the Faculty Council Executive Committee are:

- Faculty Council Chair
- Faculty Council Chair-elect
- Faculty Council Immediate-past Chair
- Faculty Council Secretary
- Chair or President of each Campus Faculty Assembly

III.A.3.b Meetings and Quorum

1. The meetings of the Faculty Council Executive Committee shall be held eight times a year, typically immediately preceding a regular meeting of the Faculty Council. The Faculty Council Executive Committee may also be convened as needed, including between May 15 and August 15, at the discretion of the Faculty Council Chair.

2. A quorum for the Faculty Council Executive Committee shall be defined as a simple majority of the members.

III.A.3.c Functions

The Executive Committee of the Faculty C ouncil shall:

1. coordinate activities of the Faculty Council and its committees;
2. ensure that Faculty Council is informed of the activities of the Faculty Council committees and the Faculty Senate committee;
3. request reports as it deems necessary from the Chairs of the Faculty Council committees and the committee of the Faculty Senate committee;
4. initiate and assign items of new business to the Faculty Council and to the Faculty Council committees and the Faculty Senate committee;
5. receive proposals for items suggested for Faculty Council consideration;
6. request the circulation to the Faculty Council or to the Faculty Senate of documents offered for consideration by the Faculty Council or Faculty Senate;
7. serve as the Faculty Council's Committee on elections;
8. notify the relevant campus assemblies of the need to fill vacancies on the Faculty Council;
9. appoint a Special Event Chair to preside at a special event, as needed;
10. speak on behalf of the Faculty Senate when the Faculty Senate is not in session;
11. recommend removal of disruptive members of Faculty Council and Faculty Council Committee Officers to the Chair of the appropriate shared governance body for that appointed member (see Constitution III.A.2 on recall of officers);
12. review and recommend changes in these bylaws.

III.B Meetings, Quorum and Attendance

III.B.1. Meetings and Quorum

III.B.1.a Regular Meetings

1. The regular meetings of the Faculty Council shall be held eight times a year in accordance with the September through December and February through May Regents meetings. Generally, Faculty Council meetings are held the week before Regents meetings but should there be no Regents meeting in a particular month, a date will be chosen for that month's meeting by the Executive Committee. Meetings in January and between May 15 and August

15 shall be held only if recommended by the Faculty Council Executive Committee or if called by a majority vote of the Faculty Council.

2. Any bylaw may be temporarily suspended by an affirmative vote of two-thirds of those voting in a regular or special meeting of the Faculty Council.

3.Members of Faculty Council committees who travel in connection with committee service shall be provided applicable travel expenses at university rates.

III.B.1.b Annual Organizational Meeting

1. An organizational meeting of the Faculty Council shall be held annually by the last week of April and prior to the earliest of the spring commencement exercises, typically to coincide with the Faculty Senate meeting. This meeting shall consist of current voting members and newly elected members. The Faculty Council at this time shall elect officers for the next Senate year, in accordance with procedures in section III.C below. The Faculty Council shall also establish its schedule of meeting times for the next Senate year.

III.B.1.c Non-Faculty Council Attendees

1. Meetings of the Faculty Council are open to members of the Faculty Senate. Such members may express their views to the Faculty Council at the discretion of the chair or by a majority vote of the Faculty Council.
2. Meetings of the Faculty Council are open to representatives of the University Communications teams and other media. The names and affiliations of each reporter present shall be announced by the Chair at the beginning of each meeting.
3. Meetings of the Faculty Council are open to the Chair or designee of the Intercampus Student Forum and the Chair or designee of officially recognized graduate student governance organizations to speak on matters of interest to the student organizations.
4. Meetings of the Faculty Council are open to the Chair or designee of the University of Colorado Staff Council to speak on matters of interest to the staff.

III.B.1.d Quorum

1. A quorum for Faculty Council meetings shall consist of a majority of the eligible members. Proxy voting shall not be permitted.
2. If a quorum is present at the beginning of the meeting, a quorum shall be assumed to be present throughout the meeting.

III.B.1.e Voting

1. An official list of voting members shall be maintained and reviewed by the Faculty Council Chair, Faculty Council Secretary and Faculty Council Recording Secretary.
2. In the event a Faculty Council Committee or Campus Assembly shall have co-chairs, only one vote will be allowed from that Campus Assembly or Faculty Council Committee.
3. Tele- and video-conferencing votes shall be permitted. In urgent circumstances, when a decision is required before the next scheduled meeting, the Faculty Council may conduct

electronic voting if all other bylaws concerning notice of motion have been satisfied.
4. Absentee voting for elections only shall be permitted. Eligible voters wishing for an absentee ballot shall request a ballot at least one week prior to the scheduled vote.
5. A roll call ballot on any issue before the Faculty Council shall be held if a motion for a roll call ballot receives the affirmative votes of six or more members.
6. A secret ballot on any issue before the Faculty Council shall be held if a motion for a secret ballot receives the affirmative votes of two or more members.

II.B.1.f Agenda

In all regular meetings of the Faculty Council, the following items of business shall be included on the agenda, as appropriate:

a. call to order;
b. approval of the minutes of the preceding Faculty Council and/or Senate meetings;
c. Faculty Council Chair's report;
d. report(s) from administration;
e. call for texts of new motions;
f. reports of Faculty Senate committee and Faculty Council committees;
g. reports from the campuses: Anschutz Medical Campus. Boulder, Colorado Springs, Denver;
h. report from a member of a University of Colorado Retired Faculty Association;
i. reports of special committees;
j. unfinished business;
k. new business;
l. adjournment.

II.B.1.g Miscellaneous

1. The Faculty Council Chair may exercise discretion in the frequency and length for which one person is recognized to speak.
2. All approved Faculty Council resolutions, motions, and recommendations shall be made available to the Office of the President for appropriate distribution to the system administration.

III.B.2. Notice of Motion

III.B.2.a Requirements for Motions

1. Any voting member of Faculty Council may make a motion or resolution, subject to the provisions of these Bylaws.
2. All substantive formal recommendations to the Faculty Council shall be made in the form of a motion or resolution.

III.B.2.b Notice of Motion Procedures

1. On substantive matters of new business, written notice of motion or resolution shall be delivered to the Faculty Council Chair and the Faculty Council Secretary such that it can be distributed to the Faculty Council at least 10 business days in advance of a Faculty Council meeting. Notices of motion or resolution may also be distributed to the Faculty Council by the author at least 10 business days in advance of a meeting which shall call

for a vote on that motion.
2. Motions or resolutions on substantive matters of new business for which previous notice has not been given shall be introduced at the discretion of the Faculty Council Chair. These motions shall then be read and may be debated without action. Final action on such motions shall be deferred until the following meeting. In special circumstances, this rule may be suspended by a majority vote of the Faculty Council, and a vote may be taken on the new motion/resolution.

III.B.3. Committee Reports

III.B.3.a Routine Committee Reports

1. Routine Faculty Council Committee reports shall be limited to five minutes.

III.B.3.b Forwarded Committee Reports

1. Faculty Council Committee reports forwarded to the President or other administrative officials must first be approved by Faculty Council. Such reports shall be distributed to Faculty Council members 10 business days in advance of discussion. Discussion and debate may take place and notices of motion to amend the report shall be received at the first Faculty Council meeting for which the report is scheduled. Final action on such reports and on any amendments to them may be taken at the next meeting of the Faculty Council.

III.B.4. Attendance

III.B.4.a Ineligibility

1. Members of the Faculty Council may become ineligible to serve if they have three unexcused absences from meetings of the Faculty Council within one academic year. The Faculty Council Chair shall be responsible for determining whether a member has become ineligible. After each Faculty Council meeting, the Recording Secretary will note attendance and will inform the Faculty Council Chair and Secretary of attendance rates to date. If any member has two unexcused absences the Faculty Council Chair will inform both the member and the head of that shared governance organization that a third unexcused absence will result in the member becoming ineligible and the need for a replacement member. In the event that a committee member is unable to serve their term, a replacement member shall be selected by the relevant Faculty Assembly or Faculty Senate. A replacement member shall serve the remainder of the original member's term. This term does not impact the term limit, and the replacement member will still be eligible to serve two full terms.

III.C Elections

1. Vacancies on the Faculty Council and the Faculty Council Committees shall be filled by selection procedures administered by the Faculty Assembly or Faculty Senate on the campus where the vacancy occurs. These procedures shall be stipulated by the relevant campus Faculty Assembly or Faculty Senate constitution or bylaws.
2. Campus Faculty Assembly or Faculty Senate elections and selection of new members to the Faculty Council and the Faculty Council Committees for the next senate year shall take

place no later than April 15 of each year.
3. The election of officers of the Faculty Council Committees for the next senate year shall take place at an organizational meeting of each of the Faculty Council Committees prior to April 15 to ensure elections occur prior to the election of Faculty Council officers.
4. The election of officers of the Faculty Council for the next senate year shall take place as soon as possible at an organizational meeting of the Faculty Council. The elections shall be held after the election of officers of the Faculty Council Committees and the campus Faculty Assemblies or Faculty Senates, but prior to the earliest of the spring commencement exercises.
5. Eligible voters at the annual organizational meeting shall include current voting members. Eligible voters shall vote only once for each officer.
6. In the event that a Faculty Council Committee or campus Faculty Assembly or Faculty Senate shall have co-chairs, only one vote shall be allowed from that committee or assembly/senate.
7. The Secretary of Faculty Council shall call for nominations for officers at least one month prior to the annual organizational meeting. Nominations may be made by any Faculty Senate member. Nominations shall close one week before the annual organizational meeting. All candidates shall submit a one-page candidate statement and short biography at least one week prior to the election that shall be distributed to all eligible voting members.
8. The Secretary of Faculty Council shall prepare a written ballot 48 hours in advance of the organizational meeting.
9. The sequence of Faculty Council officer elections at the annual organizational meetings shall be as follows: Faculty Council Chair (for academic year 2024/2025 only), Faculty Council Chair-elect, Faculty Council Secretary. Anyone elected to a Faculty Council office shall withdraw from candidacy for any other Faculty Council office.
10. Written secret ballots shall be used in all elections of officers of the Faculty Council. Solo candidates may be elected by acclamation if there is a majority vote to do so.
11. In order to be elected as an officer of the Faculty Council or Committee, a nominee must receive the affirmative votes of a majority of those attending a meeting at which a quorum is present. Unopposed candidates may be elected by acclamation if there is a majority vote to do so. If no nominee receives this number of votes, the name of the nominee with the lowest number of votes will be dropped from the ballot and the balloting shall be repeated until one nominee receives a majority of the votes cast.

III.D Functions

The Faculty Council shall:

1. discuss, formulate and distribute new policies or modifications of old policies that lie within the jurisdiction of the Faculty Senate;

2. prepare notices of motion for submission to the Faculty Senate for action in accordance with the procedure specified herein and in the Constitution;

3. hear, receive, refer to the appropriate committee, or act on reports, recommendations, or motions from Faculty Council members, Faculty Senate and Faculty Council Committees, special committees, and joint boards;

4. forward reports and resolutions to the President, other administrators, or the Board of

Regents approved according to the procedures specified above at III.B.3.b.1;

5. consider issues affecting faculty referred to it from university administration or other parties external to faculty governance;

6. approve the members of the Privilege and Tenure Committee (formerly the Priviledge and Tenure Committee);

7. distribute minutes to all Faculty Council members as soon as possible after each meeting of the Faculty Council;

8. conduct surveys of the Faculty Senate on any major issue it deems appropriate;

9. create its own special committees as needed;

10. administer the faculty awards under its jurisdiction.

III.E Jurisdiction

III.F Joint Responsibility with System Administration

III.G Faculty Council Committees

III.G.1. Standing Committees

The following are the standing committees of the Faculty Council. The primary purview of each standing committee is listed herein. Standing committees may also give attention to other matters not specifically enumerated but clearly within their purviews.

- Budget & Finance Committee- considers matters concerning the allocation and distribution of university resources.
- Communications Committee - considers matters of communication relevant to faculty.
- Committee for Racial and Ethnic Equity (CREE) - considers the needs and priorities of Faculty of Color and Students of Color in collaboration with student governance bodies.
- Educational Policy and University Standards (EPUS) Committee - considers and recommends policies on education and academic and procedural standards.
- Lesbian, Gay, Bisexual, Transgender and Queer+ (LGBTQ+) Committee - considers concerns of lesbian, gay, bisexual, transgender and queer+ faculty.
- Personnel and Benefits Committee - considers policies that affect the general area of university faculty personnel, such as compensation, including benefits.
- Women’s Committee - considers concerns of women faculty.

2. The Faculty Council may establish other committees as necessary. Standing committees can be created or dissolved only with a constitutional amendment.

III.G.2. Membership and Organization

III.G.2.a Membership

1. Members of the Faculty Council standing committees (hereinafter "Faculty Council Committees") are not required to be members of the Faculty Council. They must, however, be voting members of the Faculty Senate. Each Faculty Council Committee shall be composed of eight to twelve members of the Faculty Senate elected or appointed by campus Faculty Assemblies or Faculty Senates with representation from all campuses. At least one member should be tenured or tenure-track faculty and at least one should be IRC faculty.
2. Terms of Faculty Council Committee members shall be three years, with renewal possible for an additional three-year term. At least one year without membership must follow each pair of three-year terms. Terms of the representatives from a given campus shall be staggered. The Chair of the Faculty Council shall be an ex officio member of all Faculty Council committees. The structure of special committees and other bodies established by Faculty Council may vary.
3. Faculty Council Committees shall have the option of having the following representatives as non-voting members: student representatives in good standing appointed by the Intercampus Student Forum and/or a designated graduate student governance organization; staff representatives appointed by the University of Colorado Staff Council; and representatives from retired faculty appointed by a University of Colorado Retired Faculty Association. The Faculty Council shall, where appropriate, invite system administration to provide an administrative liaison for each Faculty Council Committee. Exceptions to this membership are listed below:

   a. The Budget and Finance Committee shall be composed of three representatives from each campus. In addition to its campus representatives, the committee shall include the Chief Financial Officer, as non-voting members. The Budget and Finance Committee may include staff and student representatives appointed as described above.
   b. The Educational Policy and University Standards (EPUS) Committee shall be composed of three representatives from each campus. In addition to its campus representatives, the committee shall include the Vice President for Academic Affairs or a designee from that office as a non-voting member. In addition, EPUS may include a graduate and undergraduate student representative appointed, when appropriate, as described above.
   c. The Personnel and Benefits Committee shall be composed of three representatives from each campus. In addition to its campus representatives, the committee may include a representative from a University of Colorado Retired Faculty Association as described above

4. In order to be eligible to serve as a student member of a Faculty Council Committee, the student must be a full-time undergraduate or graduate student in good standing throughout the time of service on the said committee. The Faculty Council may make exceptions to this requirement for specific positions or may waive application of such requirements in particular cases, as it deems appropriate.

5. Each Faculty Council Committee may appoint temporary members for terms not to exceed one year. Terms are renewable upon majority vote by the committee. These members shall serve in an advisory capacity without voting privileges, and all such appointments shall be reported to and approved by the Faculty Council Executive Committee. Examples of such members include Faculty Senate members with particular knowledge or expertise related to the work of a committee.

6. Members of Faculty Council Committees may become ineligible to serve if they have three unexcused absences from meetings of the committee within one academic year. The committee Chair shall be responsible for determining whether a member has become ineligible, for notifying the member after the second unexcused absence of impending ineligibility, and, following a third unexcused absence, if the member is determined to be ineligible, for notifying the Faculty Council Chair and head of the relevant shared governance organization from which the member comes of the necessity for a replacement.

7. Any member of Faculty Council or a Faculty Council Committee whose service is deemed incompetent or disruptive may be removed upon recommendation from the Executive Committee to that member's appointing campus Faculty Assembly or Faculty Senate. When a Faculty Council member or Faculty Council Committee member is recommended for removal, the faculty member shall be given an opportunity to discuss the matter with their campus Faculty Assembly or Faculty Senate's executive committee. If necessary, a replacement shall be selected by the faculty assembly.

8. In the event that a committee member is unable to serve out her/his term, a replacement member shall be selected by the relevant Faculty Assembly or Faculty Senate. A replacement member shall serve the remainder of the original member's term. This term does not impact the term limit, and the replacement member will still be eligible to serve two terms per above.

9. Faculty Council committee members are discouraged from serving on more than one committee, with the exception of subcommittees or ad hoc committees.

III.G.2.b Officers

1. Each Faculty Council Committee shall elect a Chair or co-chairs (hereinafter "Faculty Council Committee Chair"), a Vice Chair (hereinafter "Faculty Council Committee Vice Chair"), and a Secretary (hereinafter "Faculty Council Committee Secretary"). Faculty Council Committee officers will serve a one (1) year renewable term. See Bylaw III.C. above for election procedures.

2. Faculty Council Committee officers shall be voting members of the Faculty Senate as defined in the Constitution.

3. Faculty Council Committee Chairs shall:

   a. call and preside over meetings of the Faculty Council Committee;
   b. report to each of the monthly meetings of the Faculty Council or designate a representative without vote to make the report for that committee in the event that the Chair or vice Chair cannot attend;
   c. call an organizational meeting of the newly constituted Faculty Council Committee prior to Faculty Council elections to elect officers for the next senate year;
   d. notify relevant campus assemblies or senate of the need to fill vacancies on the Faculty Council Committee;
   e. submit a committee report to the Faculty Council Chair to be included in Faculty Council report to the Board of Regents.
   f. submit an annual written report in electronic format and suitable for publication, on the work of the Faculty Council Committee to the Faculty Council Office prior to the end of the academic year. A written summary of this report shall be posted on the Faculty Council website.

4. Faculty Council Committee Vice Chairs shall:

   a. perform the duties of the Faculty Council Committee Chair when the Faculty Council Committee Chair is unable to do so;
   b. serve as the Parliamentarian of the Faculty Council Committee.

5. Faculty Council Committee Secretaries shall:

   a. record and preserve appropriate minutes of discussions and actions taken by the Faculty Council Committee;
   b. administer the elections of Faculty Council Committee officers;
   c. transmit Faculty Council Committee minutes to the person next succeeding in that office and to the Faculty Council office;
   d. keep an accurate list of current voting members of the committee.

III.G.2.c Organization

1. Each Faculty Council Committee Chair is authorized to create appropriate subcommittees subject to the approval of the Faculty Council Executive Committee. Charges, membership and timeline of the subcommittee are subject to approval by the Faculty Council Executive Committee.
2. Each Faculty Council Committee shall compose internal administrative rules to facilitate its proper functioning.

III.G.3. Meetings and Quorum

III.G.3.a Meetings

1.

Faculty Council Committees are expected to meet at least monthly (September through December and February through May) during the academic year except in January. The Faculty Council Committee Chair may call special meetings at other times, including January and between May 15 and August 15.

2. Time and location of the monthly meetings of Faculty Council Committees shall be determined by the Faculty Council Committee Chair in consultation with Faculty Council Committee members.

3. Absentee voting shall not be permitted. Tele- and video-conferencing votes shall be permitted. In urgent circumstances, when a decision is required before the next scheduled meeting, the committee may conduct electronic voting if all other bylaws concerning notice of motion have been satisfied.

4. At an annual organizational meeting of each Faculty Council Committee, current members and newly elected members shall:

   a. elect Faculty Council Committee officers for the next senate year;
   b. designate members to serve on each of its subcommittees, where appropriate;
   c. set the dates of Faculty Council Committee meetings for the next academic year.

5. Members of Faculty Council committees who travel in connection with committee service shall be provided applicable travel expenses at university rates.

6. When a Faculty Council Committee must work through the summer at the request of the Faculty Council Chair, appropriate compensation may be provided.

III.G.3.b Quorum

1. The quorum for a meeting of a Faculty Council Committee shall consist of a simple majority of the voting members of said committee. Proxy voting shall not be permitted.

III.G.4. Functions_ [2]

a. Faculty Council Committees shall act as official faculty advisory panels to the Faculty Council with regard to matters within their purviews at the system level as listed above. They shall make continuous evaluations of university policies, procedures and standards within these purviews and shall make recommendations to the Faculty Council for appropriate measures for changes and improvements systemwide.
b. Recommendations of the committees must be approved by the Faculty Council before being transmitted to system administration and the Board of Regents.

III.G.5. Reporting and Coordination

III.G.5.a Reporting

1. Each Faculty Council Committee is responsible to the Faculty Council. The committee shall report directly to the Faculty Council, keep the Executive Committee informed of its activities, subjects of discussion, recommendations and actions, and make an annual summary report in writing to Faculty Council.

III.G.5.b Coordination

1. Members of each Faculty Council Committee shall consider the prerogatives, interests, needs, and concerns of the constituencies they represent. They are responsible for reporting to their faculty assemblies or faculty senates and to the cognate committees on the campus level to ensure that all groups concerned with particular matters are kept informed of the activities of other groups working on the same or related matters. They shall also keep current on the relevant policies and regulations of each campus.
2. Requests from Faculty Council Committees for funding shall be made to the Faculty Council Office in writing and in advance.

III.G.6. Relationships with Administrative Officers [3]

The Faculty Council Committees shall be responsible for developing and maintaining close working relationships with the officers of the university system administration whose duties are related to the concerns of the committee in question. Such officers may be invited by the committee to meet with it, as ex officio members without vote, to ensure open communication. Faculty Council committee actions or recommendations shall be provided officially to the administration or any officer thereof only by formal action of the Faculty Council. In the event that a university administrator wishes to call any issue to the attention of a Faculty Council Committee or requests a Faculty Council Committee to undertake any inquiry, the administrator shall make the notification or request to the Faculty Council Chair.

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