

## **Arkansas Tech University Campus Council (ATU-CC)**

### **A. Purpose:**

The ATU Campus Council shall serve as the central body for shared decision-making among the governance groups representing faculty, staff, & students at Arkansas Tech University (ATU). Its primary role is to serve as an advisory body on all matters not reserved to the sole jurisdiction of the Faculty Senate, Staff Senate, and Student Government Association.

Any recommendations of this body do not supersede existing shared governance decisions (e.g., Faculty Senate, Staff Senate, or Student Government Association) but serve to coordinate actions and policies impacting more than one group and reconcile differences should they occur.

### **B. Authority & Responsibility:**

1. The Campus Council shall review all shared governance legislation from Faculty Senate, Staff Senate, and Student Government Association for informational purposes. Any legislation that lies outside of the sole jurisdiction of the governance body that issued it may require final action by the Campus Council.
2. Any proposal to create, review, alter, or withdraw policies that lie outside of the sole jurisdiction of a single governing body can be brought before the Campus Council for review and recommendation.
3. Any proposal to evaluate shared governance processes, practices, and policy implementation that lie outside of the sole jurisdiction of a single governance body can be brought before the Campus Council for review and recommendation.
4. All official recommendations of the Campus Council will be sent to all governance bodies and the President of the University. The Campus Council will advise the President of the University, and through the President, the Board of Trustees, on any matter of concern to the Campus Council, including legislation reported by the Faculty Senate, the Staff Senate, and the Student Government Association.

### **C. Membership Structure:**

The Campus Council will consist of 11 voting members to ensure balanced representation, avoid tie votes, maintain efficiency:

#### **1. Faculty Representation (3 voting members):**

- Faculty Senate President.
- Faculty Senate Vice-President
- One voting member of the Faculty Senate elected by the Faculty Senate, serving one academic year terms.

#### **2. Staff Representation (3 voting members):**

- Staff Senate President
- Staff Senate Vice-President
- One voting member of the Staff Senate elected by the Staff Senate, serving one academic year terms.

**3. Student Representation (3 voting members):**

- Student Government Association President
- Student Government Association Vice-President
- One voting member of the Student Government Association elected by the SGA, serving one academic year terms.

**4. Administration Representation (2 voting members):**

- One Dean selected from the Dean's Council
- The Dean of Students

**5.** The ATU President and all ATU Vice-Presidents shall be non-voting members of the Campus Council.

**6.** The Campus Council may invite representatives of specific offices, organizations, committees, associations, and members of the community to Council meetings for advisory purposes as needed (e.g., FAMA, OIS, Registrar, etc.).

**D. Meetings:**

- 1.** The Campus Council will convene five times per academic year prior to each Board of Trustees meeting or as called by the Chair or the University President as needed.
- 2.** Meeting notice and agenda shall be distributed to all members of the Campus Council, Faculty Senate, Staff Senate, and the Student Government Association at least three business days in advance of each regular or special meeting.
- 3.** A majority of the voting members shall constitute a quorum at any meeting, whether the meeting is held online or in person. Any action of the Campus Council shall require a simple majority vote of those present and voting when a quorum is present.
- 4.** Minutes of each regular and special meeting of the Campus Council shall be distributed by the Secretary to all members of Campus Council and posted publicly on a website as a PDF.
- 5.** All meetings are open to the public.

**E. Officers and Duties:**

**1. Chair:**

- Serves a one academic year term after fulfilling term as Vice-Chair. Will begin term in the fall semester.
- Presides over meetings
- Serves as the official spokesperson for the Campus Council

**2. Vice-Chair:**

- Elected from the voting members of the council in the spring meeting. Will begin one academic year term in the following fall semester.
- Assists the Chair in their duties and serves as Acting Chair in their absence.
- If the Chair of the Campus Council is unable to complete their term of office, the Vice Chair will become, for the duration of the unexpired term, the Chair of Campus Council.

### **3. Secretary:**

- Appointed by the Campus Council Chair from among its members.
- Serves a one academic year term.
- Responsible for recording meeting minutes, maintaining council attendance, and distributing official minutes, agendas, and other materials.

### **F. Committees:**

1. The standing Executive Committee of Campus Council shall consist of five members including the Chair and one member from each of the faculty, staff, student, and administration representative groups. The term of their appointment shall be one academic year. Members can be re-appointed.
2. The Executive Committee will be responsible for creating the agenda of the Campus Council.
3. The Campus Council may establish appropriate *ad hoc* committees or refer proposals to existing standing committees representing the faculty, staff, students, and administration as appropriate.

### **G. Proposals and Legislation:**

1. Proposals for the Campus Council agenda can be submitted to the Executive Committee by any member of the Campus Council or by open forum during meetings.
2. The Executive Committee shall review each proposal submitted for inclusion in the Campus Council agenda and may recommend that the proposal be changed, postponed to another meeting, or withdrawn by the author.
3. The Executive Committee shall review all policies/recommendations reported by the Faculty Senate, Staff Senate, or Student Government Association. If the committee determines that the policy or recommendation lies outside of the primary jurisdiction of the governance body that issued it, the Executive Committee will include the item on the agenda of the next meeting. Primary jurisdiction refers to matters that fall exclusively within the scope of a single governance body (e.g., Faculty Senate, Staff Senate, SGA, etc.).
4. Any official resolution, finding, or recommendation from the Campus Council will be forwarded to the University President by the Campus Council Chair. The President of the University shall make a formal response to the Campus Council Chair, including disagreements or affirmations.
5. On matters of major institutional changes, the President shall forward Campus Council actions to the Board of Trustees for response.