

NorthWest Arkansas Community College Administrative Policies and Procedures

Faculty Governance

3-8-9 (1)

Policy:

The Faculty Council

In fall 1999, NorthWest Arkansas Community College faculty established a faculty leadership council (called the Faculty Council) made up of members elected or who volunteer from each of the following instructional areas. Divisions may choose not to have representation (or voice) on the council.

Allied Health Nursing Science & Math

Social & Behavioral Science Communication & Arts Business & Computer

Information

Adult Education Academic Skills Associate Faculty-At Large

Liaison with Student Services Applied Technology

The faculty council meets two times a semester or as needed. The Faculty Council is not a decision-making body (like a senate for example). It is a leadership body that facilitates the action of the College faculty as a whole. The faculty as a whole makes decisions on issues under their responsibility or approves recommendations that then go to other entities in the College organization. The faculty council will have deliberative duties through deciding what issues are appropriate to some before the faculty as a whole for action. The Faculty Council's responsibilities include:

Serving as a contact point for faculty members to channel their concerns to their colleagues.



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Serving as a faculty contact point for administration when dealing with issues that cross division lines (concern the faculty as a whole).

Deliberating on issues and deciding if a response by the faculty is vital. Helping prepare proposals for the faculty action (vote).

Providing leadership in gathering faculty input on issues and facilitating consensus opinion.

Providing a means for communicating the expressed position (opinion or consensus) of the faculty on issues affecting them and on the educational process at NorthWest Arkansas Community College.

Promoting community, camaraderie, and esprit de corps among the faculty and within the larger College family.

Setting the agenda and leading faculty business meetings (a formal meeting where actions on proposals with limited discussion).

Electing the following officers and creating any new or additional officers as deemed necessary for operations that year.

Chair

Prepare the agenda for and facilitate the faculty council meetings & faculty business meetings. Serve as a contact person for administration or other non-faculty parties who want to communicate with the faculty as a whole.

Secretary

Take minutes of council & faculty meetings. Type minutes and distribute them for approval (on-line).



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This structure allows for two types of meetings. In Faculty Council meetings, faculty members can bring up issues for dialogue in an informal/social setting. When issues are raised, the group present will decide if faculty action is needed. In many cases, sharing information and points of view can help address the concern. If faculty action is needed, then a proposal will be presented in the next faculty business meeting. The faculty business meetings are more formal proceedings where proposals are presented to the whole faculty for action with limited discussion.

Rationale

A Faculty Council structure provides the College faculty as a whole a voice and an opportunity to initiate action on issues of concern. Most issues are adequately handled through the administrative structure and existing chain of command. The council provides a means for faculty to initiate, dialog and come to consensus on issues that concern faculty across divisions. Having the ability to call faculty-only meetings should provide a greater freedom to express opinion than in meeting chaired by supervisors. The ability to express faculty positions with unified voice may be helpful in influencing policy while protecting individuals.

Annual Faculty Banquet

Since 1995, the faculty has organized an annual banquet. This focus on this tradition has been to celebrate teaching and to honor faculty who have served five years (10 semesters) at NorthWest Arkansas Community College. Five-year faculty receives a medallion to be worn with graduation regalia. The new faculty council has taken lead in organizing this event and identifying those who are eligible for service awards.

Adopted: September, 2000