

**AUSTIN PEAY STATE UNIVERSITY
POLICIES AND PROCEDURES MANUAL**

Policy Number: 1:012	Supersedes Policy Number: 1:012
Date: September 1, 1999	Dated: August 1, 1986
Subject: Constitution of Academic Council	
Initiating Authority: Vice President for Academic Affairs	TBR Policy/Guideline Reference: 1:03:10:00
Approved: President: Signature on File	

I. Academic Council

The Academic Council receives and studies proposed changes in curriculum and makes final recommendations to the President of the University. The Council may initiate studies of academic and/or curricular concern and make resultant recommendations to the President of the University. It may deliberate and make recommendations relative to curricular and/or academic proposals submitted to it through usual academic offices or by faculty organizations. In addition, the council advises on matters that the President may submit to the Council for its consideration. The Liberal Arts Sub Committee of the Academic Council shall serve the Vice President for Academic Affairs or the Academic Council. When either the Vice President for Academic Affairs or the Academic Council desires review of CORE courses or CORE issues, this standing committee will be available for this purpose.

II. MEMBERSHIP

A. The Academic Council shall have 20 members and be constituted as follows:

The Vice President for Academic Affairs shall be a permanent member, and he or his designee shall be the permanent chairman. Either being present shall have the rights of membership.

The President of the University shall be a permanent member. Three members from among the Vice Presidents, Deans, and Directors (or comparable positions) shall be appointed by the President, for terms of three years each. Appointments should be made so that one term expires each year.

The Registrar shall serve as an ex officio member. Seven members shall be elected by the full-time faculty, from among the tenured teaching faculty (including department chairpersons) of the University, for terms of three years each, at least two terms to expire each year. The election shall take place by September 15. The colleges of the University shall be represented in rough proportion to the number of faculty in the college. The Faculty Senate shall determine such representation and the method of election. The Faculty Senate shall elect one member from its current membership to serve as a liaison between the Senate and the faculty. Term of this service shall be one year and the election shall take place by September 15.

Two members of the undergraduate student body shall be designated by September 15, for terms of one year, from among those students who have been in residence for three of the four preceding terms. The Student Government Association shall determine the method of selection.

One member of the graduate student body shall be designated by September 15 for a term of one year, with the method of selection to be determined by the Student Government Association.

Three members shall be appointed by the President, from among the full-time, tenured teaching faculty (including department chairpersons), for terms of three years each, one such term expiring each year. Such appointments shall be made after the election of faculty members but before October 1.

All members shall have the rights of voice and vote.

- B. The Liberal Arts Sub-Committee of the Academic Council shall have seven (7) members from the Academic Council and be constituted as elected by the majority of the Academic Council. The Sub-Committee shall elect a chair of the Liberal Arts Sub-Committee.

III. TERM OF OFFICE

The terms of office shall be as set forth in this document, and shall begin on October 1.

IV. ROTATION

There shall be a system of rotation of elected members of the Academic Council.

A person once having served as an elected member of the Council shall not become eligible for elective membership again until twelve months have elapsed; except that in the event of election or appointment to fill an unexpired term as the result of the resignation or death of a member, such membership for a period of less than twelve months shall not preclude re-election.

V. MEETING AND QUORUM

Meetings shall be held at the call of the chairperson, or upon written request to the chairperson of at least six members, or by action of the council at a prior meeting. At least one meeting shall be held each semester.

A quorum shall be those persons present at a meeting called in accordance with the paragraph above, written notice of which has been distributed through campus mail to the members at least five working days before the meeting.

VI. AMENDMENT

This Constitution may be amended by majority vote of those in attendance at a duly constituted meeting following the meeting at which the changes were introduced.