

By-Laws for Faculty Council on Technology  
Approved 04.16.02 ammended by email on 04.18.02

Article I: Purpose

The Faculty Council on Technology is constituted in conformity with Article III.D.4 of 2001, amended Faculty Constitution. Article III.C defines the function of this committee as (1) developing bylaws that shall be approved by the Faculty Senate (2) to make recommendations to the appropriate Vice President or other major position reporting to the President (3) to forward recommendations in writing to the appropriate Vice President or other major position reporting to the President

Article II: Function

The Faculty Council on Technology shall make recommendations to the Faculty Senate regarding appropriate matters in the area of technology, which are developed in consultation with the appropriate Vice Presidents and any other major position reporting directly to the President and/or his/her designee.

In carrying out this function, the Faculty Council on Technology shall

- (a) review current computing facilities, resources, and services provided for students, faculty and staff;
- (b) review the plans generated by University Computing and advise Academic Computing concerning the utilization of funds generated by the student computing fee;
- (c) prioritize needs and make recommendations for improvements in student, faculty and staff computing;
- (d) recommend enhancement and integration of new technology in teaching, learning and administrative usage;
- (e) gather information and suggestions concerning faculty needs in areas regarding the availability of appropriate hardware, software and network connectivity for student, faculty and staff use;
- (f) engage in other activities consistent with its function and with the Faculty Constitution;
- (g) clarify and define operational definitions on technology jargon;
- (h) define/align university needs to university priorities and funding;

Article III: Committee Structure and Procedures

## Section 1. Membership

- A. Voting membership: Voting membership shall consist of one faculty member from the following governance areas: The Faculty Council on Academic Affairs, The Faculty Council on Administrative Affairs; The Faculty Council on Marketing; 'Advisory Committee on General Education; The College of Arts and Sciences; The College of Education; The College of Business; and one faculty member to be elected at large from the full-time tenure-track faculty; and additionally, two representatives from the Faculty Senate.
- B. The elected members representing the College of Arts and Sciences, College of Business and the College of Education will serve as members of the UPI Instructional Technology committee. UPI agreement Article 5.06
- C. Terms: The term of office for elected members shall be two years. Members shall be elected as required by the governance areas and will serve until new members are elected, thus providing continuity. In the event of an early vacancy, members will be elected to fill the remainder of the vacant term.

## Section 2. Officers

The officers of the Faculty Council on Technology shall be a chairperson, a vice-chairperson, and a secretary. These officers shall be elected at the first meeting of each academic year, except during the calendar year in which the committee is first established. Their term of office shall be for one year.

## Section 3. Meetings

The Faculty Council on Technology shall meet regularly. A quorum shall consist of a majority of voting members. The Committee shall use Robert's Rules of Order, latest edition, as the parliamentary authority for conducting meetings. The secretary of the Committee shall keep accurate minutes of each of its meetings and all actions of the Committee. In addition, the secretary's records shall be transferred to the next secretary of the committee. Copies of the minutes shall be forwarded to the Faculty Senate, and the University Archives.

Bylaws may be amended by a majority vote of the membership, together with approval of the Faculty Senate.

Approved by the Faculty Senate on, Xxxxxx 200x.