

University of Washington Tacoma, Global Honors Program

GLOBAL HONORS COUNCIL BYLAWS

Preamble

The University of Washington Tacoma Global Honors Council (hereafter “Global Honors Council”) is a body of faculty representing each academic unit, responsible for collaborating with the Global Honors Director in determining, recommending, and approving, as the case may be, all academic, personnel, and structural matters of the Global Honors Program (hereafter “Global Honors”) at the University of Washington Tacoma (hereafter “UWT”).

ARTICLE I. Members

1. Composition

The Global Honors Council will consist of 7 members:

1. The Director of Global Honors (hereafter “Director”), as an ex-officio member
2. One faculty representative from each of UWT’s six faculty holding units with undergraduate majors:
 - a. Milgard School of Business
 - b. Institute of Technology
 - c. Interdisciplinary Arts & Sciences
 - d. Nursing
 - e. Social Work
 - f. Urban Studies
3. In addition, the following will serve as members-at-large, with non-voting status:
 - a. One faculty representative from the Office of Undergraduate Education
 - b. One staff representative from International Student Services
 - c. One current Global Honors student (hereafter “student representative”)
 - d. The Global Honors Program Administrator (hereafter “Program Administrator”)

2. Eligibility

A. Faculty members will be full time faculty in a UWT program and have expertise in areas of importance to Global Honors.

B. The student representative will be a current Global Honors student in good standing of program requirements.

3. Appointment

A. The Director will solicit nominations from each academic unit, which will then vote on the membership of their representative on the Global Honors Council.

B. The elected Chair of the Global Honors Student Leadership Council (hereafter “SLC”) will serve as student representative. In her or his absence, the elected Student Activities Coordinator of the SLC will serve on the Global Honors Council.

C. If a Global Honors Council member takes leave or is engaged in any activity requiring prolonged absence (such as study abroad), replacement members may be sought.

4. Term of Office

A. The term of office for faculty members will begin immediately following their election, on completion of their predecessors’ term of office, or at such time as the Director may choose. Faculty members will serve for a period of three years; after three years this period may be extended. The appointment of faculty members will be staggered to provide a combination of new and continuing members.

B. The term of office for the student representative will be one year.

C. In the event that a faculty representative is unable to attend two meetings in a row, membership status will be reviewed and may result in solicitation of another representative from that academic unit.

ARTICLE II. Officers

The officers of the Global Honors Council will be a Chair and a Recording Secretary. The Director of Global Honors will serve as Chair of the Global Honors Council (hereafter “Chair”). The Global Honors Program Assistant will serve as Recording Secretary of the Global Honors Council. In the Recording Secretary’s absence, the Chair or Program Administrator will appoint the Global Honors Student Assistant or Global Honors Communications Intern in her or his stead.

ARTICLE III. Meetings

1. Regular Meetings

A. There will be at least one meeting of the Global Honors Council each quarter, excluding summer quarter.

B. Notice of a meeting of the Global Honors Council must be distributed at least five working days in advance of the meeting.

C. An agenda for a meeting of the Global Honors Council must be distributed at least 24 hours in advance of the meeting. Items may be added to the agenda of the meeting of the Global Honors Council by the vote of a simple majority of those present at the meeting.

D. No matters or items will be acted upon finally at any meeting of the Global Honors Council unless such matters or items appear on the announced agenda of the meeting. Emergency items, however, as defined by the Chair, may be acted upon finally even if they do not appear in the announced agenda.

E. For the purpose of voting in the Global Honors Council, a quorum will consist of two-thirds of all voting members. For the purpose of this calculation, the term “voting members” excludes members of the Global Honors Council who are on leave, or engaged in any activity requiring prolonged absence (such as study abroad). No business may be conducted when a quorum is not present. In the absence of a quorum, the Chair may move to an electronic vote or will set a time and place for another meeting.

F. Global Honors Council meeting minutes will be taken by the Recording Secretary and promptly circulated to all members of the Global Honors Council thereafter.

2. Special Meetings

A. A meeting of the Global Honors Council may be called by a petition of one-third of its members. The petition will state the action to be considered. The time, day, date, and location of the meeting will be determined in consultation with the Chair. Copies of the petition, including the names of the petitioners will be provided to all members of the Global Honors Council at least ten days in advance of the meeting; no other matter will be considered. Unless specified otherwise in the petition, the meeting will be chaired by the Chair. If the petition proposes a chair, the first order of business will be to confirm the proposed chair by majority vote; if the proposed chair is not confirmed, the meeting will adjourn.

B. If a pressing matter or item requires immediate consideration, as defined by the Chair, that matter or item may be communicated to all members and voted upon outside of a regular meeting. Such communication and voting may occur by electronic note. For the purpose of a vote, a quorum will be required, as provided in Article III Section 1 Item E of these bylaws.

ARTICLE IV. Global Honors Faculty Hires

Faculty appointments, including short-term appointments and official courtesy titles such as ‘Adjunct’ and ‘Affiliate’, must be made by the faculty in an appointing unit (though such faculty may annually elect to turn those short-term and courtesy appointments to an elected committee). Business, Education, Institute of Technology, IAS, Nursing, Social Work, and Urban Studies are the appointing units (or faculty homes) at UWT.

ARTICLE V. Parliamentary Authority

The rules contained in the latest edition of *Robert’s Rules of Order Newly Revised* will govern the meetings, elections and processes of the Global Honors Council in all cases to which they are applicable, except as otherwise provided by these bylaws, any special rules of order the Global Honors Council may adopt, and the bylaws of the UWT Faculty Assembly.

ARTICLE VI. Ratification and Amendment Procedures

A. Ratification of these bylaws will require a two-thirds vote of a quorum of all voting members, as provided in Article III Section 1 Item E of these bylaws, provided the new bylaws are submitted in writing at least one week in advance. Such ratification can occur via electronic note.

B. All amendments to these bylaws will require a two-thirds vote of a quorum of all voting members, as provided in Article III Section 1 Item E of these bylaws, provided the amendments are submitted in writing at least one week in advance. Such amendment can occur via electronic note.

C. The Chair will appoint an ad hoc committee to review these bylaws at least once every three years.

ARTICLE VII. Compatibility

These bylaws will be compatible with and subordinate to the bylaws of the UWT Faculty Assembly, the authority and policies of UWT, the authority and policies of the University of Washington, and the laws of the State of Washington and the United States of America. If any portion of these bylaws is adjudged by any court of competent jurisdiction to be invalid, such judgments will not invalidate the remainder thereof.

*Approved unanimously by Global Honors Council
November 15, 2013*