

## **THE CONSTITUTION OF THE NORTH DAKOTA GENERAL EDUCATION COUNCIL**

The campuses in the North Dakota University System, as well as those from private and tribal institutions, in order to organize for their mutual benefit a structure within which they shall:

- (a) identify the interests shared among faculty regarding General Education;
- (b) identify and support particular General Education interests in teaching, research, and service shared by faculty appointed to institutions with like roles and missions;
- (c) promote a continuing dialogue to compare those interests from similar institutions with those General Education interests shared by faculty appointed to institutions with differing roles and missions;
- (d) work together to promote the interests of General Education across the state at public, tribal, and private institutions;
- (e) coordinate the diverse General Education programs among these institutions and develop cooperation among these institutions, while respecting the differing missions of these institutions;
- (f) provide a forum for campuses from across the state to improve their efforts in designing, assessing, implementing, and evaluating General Education programs and teaching and learning within those programs;
- (g) assist the State Board of Higher Education and other governing bodies in their duty to improve higher education by ministering to the needs and proper development of General Education at each institution, in harmony with the best interests of the students and the people of North Dakota;
- (h) proceed in a manner which informs the System, the Board, and other governing bodies of the diversity of views on General Education issues so that they might perform their governing role for the benefit of the entire system; do establish this constitution of Universities and Colleges in the State of North Dakota.

### **I NAME**

The name of this organization shall be the North Dakota General Education Council.

### **II PURPOSE**

The purpose of the Council shall be to foster discussion and collaboration in reviewing General Education practices, assessment, and outcomes across institutions of higher learning in the state of North Dakota. Our vision of General Education is grounded in the work of the Higher Learning Commission and its "Statement on General Education" which defines General Education as being *"intended to impart common knowledge and intellectual concepts to students and to develop in them the skills and attitudes that ...faculty believe every educated person should possess. From...general education a student acquires a breadth of knowledge in the areas and proficiency in the skills that...[the faculty] identifies as hallmarks of being college educated. Moreover, effective general education helps students gain competence in the exercise of independent intellectual inquiry and also stimulates their examination and understanding of personal, social, and civil values."* It is the intent of the council to help each institution ensure that all students who complete general education possess a common core of college-level skills and knowledge that reflects a shared experience in academic foundations and provides a basis for transferability.

### **III MEMBERSHIP**

(a) The Council membership shall consist of two representatives, at least one of which must be a faculty member, and one alternate from each participating public, private, and tribal campus as selected by procedures defined by

and for each campus. It is suggested that both members be directly involved in the implementation of General Education on each campus. The representative members and alternates from each institution shall have full rights to discussion and deliberation. An alternate may vote only in the absence of a member from that campus. No proxy votes will be allowed.

Non-voting members of the council will include the Vice Chancellor for Academic Affairs, the Director of Articulation and Transfer, a registrar member of the NDACRAO, one student representative (rotating among public, private and tribal campuses), a workforce representative invited by the Council, one representative each from the North Dakota Association of Tribal Colleges, the Department of Public Instruction, the Department of Career and Technical Education, the Council of College Faculties, and other invited ad hoc members.

(b) Each voting representative shall serve a three year term.

(c) Representatives must act as a liaison between the Council and their respective campuses.

#### **IV MEETINGS**

The Council must meet at least four times throughout the academic year. Additional meetings may be called as deemed necessary by the President of the Council or by majority vote of the members. Meetings will be conducted according to Robert's Rules of Order, latest addition. Fifty (50) percent of the membership plus one (1) shall constitute a quorum.

In addition to the above meetings, the council will organize and host two General Education Summits per academic year, one during Fall semester and one during Spring semester. The site of these summits will be determined at least four months prior to the date of the summit. Attendance at these summits will be open to individuals from any campus with a vested interest in General Education, no matter the role they have on their individual campus. It is expected that attendees be both from among the faculty and administration of each campus. The purpose of these summits is to have the council report on its actions and to solicit input from attendees as to how to best proceed with a common General Education agenda for the state of North Dakota.

#### **V OFFICERS**

The elected officers shall consist of a president, a vice president, a secretary, and a treasurer/parliamentarian. Election of officers for the next academic year will occur at the next-to-last Spring meeting. The terms of office shall be for one year commencing June 1<sup>st</sup>.

##### Section A. President

1. The President shall preside at Council meetings and otherwise act as the chief executive officer of the council.

##### Section B. Vice President

1. The Vice President shall preside at meetings in the absence of the president.

##### Section C. Secretary

1. The Secretary shall record and maintain a file of minutes of the Council meetings and distribute copies within two weeks after each meeting to all Council members.

2. The Secretary shall keep a record of membership and activities of the Council.

##### Section D. Treasurer

1. The Treasurer shall keep an account of any and all receipts and expenditures of the Council and coordinate reimbursements.

2. The Treasurer shall serve as Parliamentarian.

#### Section E. Vacancies

1. Vacancies occurring during a term of office shall be filled by a vote at the next scheduled meeting after the vacancy occurs.

### **VI QUALIFICATIONS, NOMINATION AND ELECTION OF OFFICERS**

#### Section A. Qualifications

1. Any voting member of the Council shall be eligible to hold any office.

#### Section B. Nominations

Nominations shall be made from the floor or in writing at the first meeting of the calendar year, but no later than January 15th.

#### Section C. Election

The election of officers will be by majority vote of the members. If more than two candidates are competing for an office, and no one receives a majority, a run off between the top two will be held at the same meeting.

### **VII RATIFICATION AND VOTING**

#### Section A. Ratification

This constitution must be approved in its totality by at least two-thirds (2/3) of the attendees present and voting at one of the regularly scheduled General Education Summits.

After approval by the Summit attendees, this constitution must be submitted to the highest level faculty governing body on each campus and to the State Academic Affairs Council and ratified in its totality by two-thirds (2/3) of participating campuses no later than thirty days prior to the next General Education Summit.

After consideration and approval by these bodies, this constitution shall become effective immediately.

#### Section B. Voting

For voting purposes, proposed actions may be introduced by any member of the Council at any regularly scheduled meeting. If any of these actions involve amendments to the constitution, these amendments shall be distributed to all members of the Council at least 30 days before the meeting at which they are to be considered.

Amendments must be approved by at least two-thirds (2/3) of the members present and voting of the Council. After approval by the Council, amendments must be submitted to the appropriate governing bodies and approved by two-thirds (2/3) of them.

After consideration and approval by these bodies, amendments shall become effective immediately.

#### Section C. Amendments

Amendments to the constitution may be introduced by any member of the Council at any regularly scheduled meeting. Proposed amendments shall be distributed to all members of the Council at least 30 days before the meeting at which they are to be considered.

Amendments must be approved by at least two-thirds ( $2/3$ ) of the members present and voting of the Council. After approval by the Council, amendments must be submitted to the faculty governing bodies in member institutions and approved by two-thirds ( $2/3$ ) of them.