Article I. Name

The name of this association shall be Weber State University Nursing Faculty Organization.

Article II. Purposes and Functions

The purposes and functions of this association shall be to provide a structure wherein members:

1. Function as the coordinating body for the faculty voice related to concerns and ideas of the School of Nursing (SON).
2. Coordinate presentation of faculty ideas to Administration and faculty members as appropriate.
3. Participate in bi-annual faculty meetings to ensure dissemination of faculty development programs.
4. Disseminate faculty organization information to all faculty organization members.
5. Make recommendations for faculty development programs.
   a. Review individual faculty requests for development opportunities including but not limited to conferences and in-services.
   b. Coordinate with Directors and SON Chair related to faculty development.

Article III. Membership

Members of this organization shall be all Weber State University Nursing Faculty as described below:

a. Professors
b. Associate Professors
c. Assistant Professors
d. Instructors
e. Contractual Faculty

Article IV. Structure

Section I. Officers

The elected officers of this association shall be:

1. Chair
2. Chair-Elect
3. Faculty Organization Committee:
   a. The Faculty Organization Committee will consist of the Chair and Chair-Elect who are selected by the faculty at large and one committee member chosen from the committee at large. This member may be a volunteer.
b. The members of the committee will consist of at least:
   1.) one BSN faculty member
   2.) one ADN / AD faculty member
   3.) one member at large
   4.) one MSN faculty member

Section 2. Duties

Duties of the officers shall be as follows:

1. The Chair shall be the presiding officer and shall work closely with the SON Chair in administering all Faculty Organization business as provided for by the Bylaws. The Chair, in collaboration with the SON Chair and Faculty Organization Committee, may be responsible for initiating, implementing, and directing a faculty development program.

2. The Chair will be a voting member of the Administrative Council and shall function as the formal liaison for faculty organization members with the Administrative Council.

3. The Chair Elect shall serve in absence of the Chair and shall carry out all functions delegated by the Chair. The Chair Elect succeeds the Chair at time that position is vacated.

4. The Chair and/or Chair Elect shall provide biannually during the School of Nursing meeting an update on budget, activities, and other pertinent faculty information to all members. This will be in both a verbal and a written form.

5. The Faculty Organization Committee will manage the faculty development funds.
   a. Faculty requests must be submitted on the approved form along with conference or in-service information for committee review 30 or 60 days prior to the proposed event.
   b. Requests are reviewed by Faculty Organization Committee and submitted for approval to the SON Chair.
   c. Requests will be evaluated and prioritized according to the benefits of the conference and the available funds.
   d. Faculty member is informed of final decision on request and disbursement of funds will be coordinated per School of Nursing guidelines.

Section 3. Agenda

The Chair, in collaboration with SON Chair, shall be responsible for setting the agenda. Agenda items may be submitted by any faculty member. Preparation, posting, and distribution of agenda shall be the responsibility of the Chair.
Section 4. Meetings

Meetings of the Faculty Organization shall be held semiannually, in the spring and in the fall, in conjunction with the School of Nursing faculty meeting. The time and place will be set by the SON Chair. Issues to be voted on shall be circulated at least ten working days prior to the scheduled meeting by the faculty organization Chair.

Special meetings may be called by the Chair, in collaboration with the Program Directors, or upon written request of at least 20% of the faculty. Business at the special meeting shall be limited to the subject for which meeting was called. Special meetings must be called within ten working days of the request. Seventy two hours notice must then be given to faculty. Publication of agenda; recording, distributing, and maintaining minutes; and disseminating all communication pertaining to Faculty Organization business shall be responsibility of a staff secretary as delegated by the SON Chair.

Section 5. Voting
Chair shall only vote in case of a tie. Plurality of those voting shall be required to carry a motion. Voting may be conducted by written ballot, show of hands, or absentee ballot.

Article V. Nominations and Elections
Section 1. Positions
Elected positions shall be Chair and Chair Elect of the Faculty Organization and a four member Faculty Organization Committee.

Section 2. Nominations
The Chair shall elicit nominations for Chair Elect and Faculty Organization Committee members during the Spring Faculty Meeting. Nominations shall be solicited from floor or by written communication to all faculty.

Section 3. Elections
Elections shall take place during the spring School of Nursing meeting. The Chair shall conduct the elections, the vote may occur on the floor, and a majority vote will determine the new Chair-Elect.
Subject: Bylaws

Section 4. Term of Office and Eligibility
1. Chair shall serve for a one year term after serving a one year term as Chair-Elect.
2. Chair-Elect shall be elected one year prior to assuming Chair position in the succeeding year.
3. Faculty Organization Committee members will be elected for a one year term. Committee members can serve two consecutive terms.
4. Members shall not hold more than one elected office at a time.
5. Administrative Council members may not hold offices in the Faculty Organization. These include SON Chair, Directors (MSN, BSN, PN, ADN), or Campus Coordinators.

Article VII. Parliamentary Authority
Rules contained in the current edition of Robert’s Rules of Order Newly Revised shall govern the organization in all cases in which they are not inconsistent with these Bylaws.

Article VIII. Amendments

WEBER STATE UNIVERSITY
These bylaws may be amended at any regular meeting of the Faculty Organization by a two thirds vote, provided amendment has been submitted in writing to faculty 21 days before the meeting.