Bylaws of the UW Bothell School of Educational Studies

Preamble

In order to exercise the powers granted under University of Washington Faculty Code, Section 23-43, and to advise the Dean of the UW Bothell School of Business in an orderly and expeditious manner as required in Section 23-43.B, the faculty of the UW Bothell School of Business establishes herewith its organization and rules of procedures, under Section 23-45.A of the Faculty Code.

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ARTICLE I: PURPOSE AND FUCTION

Section 1.

The purpose of the School of Educational Studies shall be to generate educational scholarship and research and provide degree programs for undergraduate and graduate students and provide inclusive preparation for professional educators within the interdisciplinary context of the University of Washington Bothell, whose mission is defined by the Board of Regents in the RCW. 28 B-20 020.

Section 2.

The faculty of the School of Educational Studies, University of Washington Bothell is the Schools governing body, under The Faculty Code, Section 23-41

Section 3.

Pursuant to Section 23-43 of the Faculty Code, the faculty of the School of Educational Studies

Section A.

shall, with respect to academic matters,

- determine its requirements for admission and graduation
- determine its curriculum and academic programs
- determine the scholastic standards required of its students
- recommend to the Board of Regents those of its students who qualify for the University degrees
- exercise the additional powers necessary to provide adequate instruction and supervision of its students

Section B. shall, with respect to personnel matters, make recommendations to its Dean in accord with the provisions of Chapter 24 and of Section 25-41.

ARTICLE II: VOTING MEMBERSHIP

Section A. Members of the School of Educational Studies faculty who are voting members of the University faculty shall be voting members of the School faculty, in accordance with the Faculty Code, Section 21-32.

Section B. Notwithstanding the rank held, the following are not voting members of the faculty:

- persons serving under acting or visiting appointments
- persons on leave of absence
- persons serving under clinical or affiliate appointments
- persons of emeritus status unless serving on a part-time basis
- persons serving under adjunct appointments insofar as their adjunct appointments are concerned

Section C. Research faculty may vote on all personnel matters as described in the Faculty Code except those relating to the promotion and/or tenure of faculty.

Section 13–31, April 16, 1956; S–A 32, May 8, 1967; S–A 37, February 8, 1971; S–A 45, January 17, 1975; S–A 78, December 14, 1988; S–A 98, May 12, 1998; S–A 103, March 6, 2001; S–A 108, June 21, 2002; S–A 124, July 5, 2011: all with Presidential approval.

Section D. Voting Membership in Relation to Joint Appointment:

A faculty member who has the privilege of participation in governance and voting in the primary department may arrange with the secondary department(s) either to participate or not to participate in governance and voting in the secondary department(s). This agreement must be in writing and will be used for determining the quorum for faculty votes (Sec. 24-34 Part 8)

ARTICLE III: STANDING GOVERNANCE GROUPS

Section 1. Faculty Council

Section A. Responsibilities: There shall be a Faculty Council whose responsibilities shall be to:

- expect and receive reports from Clusters and Coordinating Groups that inform School policy and budget
- invite Coordinating group and staff representatives to Council meetings to review/provide feedback on school issues and policies (Eg. Goodlad Institute Director, Faculty Affairs coordinator, etc.)
- manage policy and budget elements that advance School mission
- plan and manage faculty meetings, in collaboration with the dean
- conduct strategic planning and coordinate regular program reviews across programs.

The Faculty Council shall facilitate governance for the faculty of the School of Educational Studies in partnership with the Dean and the school's staff. This body shall be concerned with all domains of faculty authority and duties of the School faculty and the professional and personnel issues affecting faculty. The Faculty Council is directly accountable to the faculty as a whole, from which they are elected. The Faculty Council may act on behalf of the UW Bothell School of Educational Studies faculty and shall account to the UW Bothell School of Educational Studies faculty for those acts.

Section B. Membership.

There shall be at least three members, consisting of a chair (or co-chairs), the SES EC Rep, and a representative from Faculty Affairs. Elected Faculty Council membership shall be determined by a vote of the faculty. Members of the Elected Faculty Council are elected to a three-year term. Elected Faculty Council meetings shall take place at least once per academic quarter.

Section C: Responsibilities of Faculty Council Chair or Co-Chairs:

- Convene the Faculty Council
- Co-Construct with Dean Faculty Council agendas
- Co-Construct with Dean faculty meeting agendas
- Facilitate Faculty Council meetings
- Maintain consistent communication with SES campus council representatives to bring campus-level issues to the Council and to the larger faculty

Section 2. SES Standing Committees

Program Committee

- Charged with the overall management of curriculum across SES. While members of the program committee do not make curricular decisions on their own, they do coordinate program development and revisions, manage timelines across programs, and support the work of faculty members as they revise or create curriculum.

  The program committee, in consultation with EFC, convenes faculty and staff for special curricular and programmatic efforts (special committees) on an as-needed basis.

Policy & Faculty Affairs Committee

- Responsible for policy formation and development in the areas of faculty affairs and school programs.

Academic Services Student Support Team

- Works to resolve student issues, and lead implementation of the MOA with UWB Centralized Advising.

Community Partnership Committee

- Focuses on efforts to develop, sustain, implement and advance the school's community-engaged partnership work with regional partners.

ARTICLE IV: VACANCY IN OFFICE

Definition: A vacancy in Faculty Council membership can occur through such processes as resignation, termination of employment, professional leave, or failure to attend meetings of any committee without advanced notification.

Procedure for Filling Vacancies: If a vacancy should occur during the term of any office, the Dean shall, in partnership with the Faculty Council chair, appoint a replacement to complete the unexpired term or to provide for a faculty vote to a new term of office for that position.

ARTICLE V: VOTING

A proposed action of the School of Educational Studies faculty under the authority of the Faculty Code, Sections 23-43 and 23-44, is effective if passed by a quorum majority of its voting members present at a meeting or voting through electronic means. For voting in a meeting, voting may occur orally, by a show of hands, or by ballot. Actions are approved by a simple majority of those voting, provided that at least half of the members eligible to vote have cast votes. When requested by one or more voting members of the School faculty the vote upon any matter before it shall be by secret ballot.

ARTICLE VI: FACULTY MEETINGS

Meetings. At least one meeting of the voting faculty shall be held each month during the academic year. The Faculty Council chair will set council agendas in collaboration with the dean and council members, as well as assist the Dean with setting the faculty meeting agendas. A calendar of faculty meetings shall be established at the beginning of each academic year by the faculty.

Special meetings shall be held when called by a committee chair, when requested by the Dean, or when requested in writing by 50 percent of the voting membership of the School of Educational Studies faculty.

ARTICLE VII: AMENDMENTS

These bylaws may be amended at any regularly scheduled faculty meeting by two-thirds vote of those present or by electronic ballot provided notice of intent is given at the previous regular meeting or when submitted in writing to all faculty at least two week(s) prior to the meeting at which action is taken.

Section 13–31, S–A 20, April 16, 1956; S–A 43, November 14, 1972; S–A 56, February 21, 1978; S–A 74, January 2, 1987; S-A 115, June 15, 2007: all with Presidential approval.

Bylaws approved Feb 25, 2020.
Bylaws amended Feb, 2025.