**Constitution of the International Institute of Business Management & Research Technology (IIBMRT)**

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**ARTICLE 1 : IIBMRT COUNCIL**

The IIBMRT Council, in accordance with Board of Trustees Policies, has the power:

* To establish the educational and academic policies of the Institution. In fulfillment of this charge, the IIBRMT Council shall:
* Participate through its appropriate curriculum councils in the determination of the IIBMRT curriculum.
* Participate in the selection of faculty committees.
* Advise the president on the appointment of administrative officers, including the selection of a president.
* Participate and advise the president, through the appropriate committees, in determining basic policies with respect to campus planning and building construction and utilization.
* Aid in developing basic policies for the Institution.
* To be concerned with and to participate actively in decisions made on other matters that may directly affect educational policies for which the IIBMRT Council is primarily responsible.
* To act upon reports from designated committees, boards, commissions, or councils whose actions affect the educational and academic policies of the Institution.
* To establish such standing and temporary committees as may be necessary for the discharge of its responsibilities; to define the membership, jurisdiction, and authority of such committees; to resolve disputes among committees thus established; and to act on the reports submitted by such committees.
* To advise the president, and the vice presidents, on policies affecting the quality of student life on campus.

**ARTICLE 2 : MEMBERSHIP ON THE INSTITUTION COUNCIL**

* **Composition**
* The IIBMRT Council shall consist of representatives of the Institution faculty, students, administration, supportive professional staff, and operating staff.
* Subject to the provisions contained in this constitution, the bylaws shall apportion the voting seats on the IIBMRT Council among the several constituencies, and specify the manner of selection of persons to fill those seats.
* **Apportionment of Faculty Representation**
* The faculty representative so elected shall serve a term of five years. The position thus filled shall be in addition to the number of seats otherwise apportioned to the elected faculty representatives of the institution, or of any college therein, by this constitution and its bylaws.
* **Apportionment of Student Representation**
* Subject to the provisions set forth in this section, the Institution Council, through the bylaws, shall determine the eligibility of students to serve as members of the Institution Council and as electors of such members, and the apportionment of seats among constituencies within the student body.
* **Representation of the Institution Administration**
* The Institution administration shall be represented on the Institution Council by the president of the Institution, by the executive vice president and provost and by such other Institution officers as may be specified in the Bylaws. These members shall be entitled to participate in the deliberations of the Institution Council and to vote.
* There shall be such additional representatives of the Institution administration who shall serve on the Institution Council with the right to participate in the deliberations of the Institution Council, but not to vote on matters coming before the Institution Council, as may be specified in the Bylaws.
* **Representation of the Supportive Professional Staff**
* Those persons employed as full-time supportive professional staff of the Institution shall have one or more representatives on the Institution Council. The number of such representatives and the manner of their selection shall be specified by the Institution bylaws.
* **Representation of the Operating Staff**
* Those persons employed as members of the operating staff of the Institution shall have one or more representatives on the Institution Council. The number of such representatives and the manner of their selection shall be specified in the Institution bylaws.
* **Alternates for Members of the Institution Council**
* The bylaws shall specify the manner of selection for persons designated as alternate members.
* No votes shall be cast at Institution Council meetings by proxy or absentee ballot.
* **Terms of Office**
* Persons elected to the position of Institution Council member shall serve terms of five years, except for persons elected as student representatives who shall serve terms of three year. Ex officio members of the Institution Council shall serve for the duration of their term of office.
* **Removal from Institution Council Membership**
* An elected member of the Institution Council shall be subject to removal by a two-thirds vote of the total Institution Council voting membership after three successive absences from regularly scheduled meetings of the Institution Council.
* Vacancies created by removal shall be filled for the balance of the term remaining by the procedures established in the bylaws for filling vacancies in that office.

**ARTICLE 3 : OFFICERS OF THE INSTITUTION COUNCIL**

* **Presiding Officer of the Institution Council**
* The president of the Institution shall be the presiding officer of the Institution Council. In the absence of the president, the duties of the presiding officer shall be assigned to the executive vice president and provost. In the absence of both the president and the executive vice president and provost, the duties of the presiding officer shall be exercised by the dean on the Institution Council who is senior in length of service in office. The presiding officer of the Institution Council shall be entitled to vote.
* **Executive Secretary of the Institution Council**
* The executive secretary of the Institution Council shall be elected by the voting members of the Institution Council from the elected faculty members of the Institution Council as defined above in the Constitution.

**ARTICLE 4 : ACADEMIC COUNCIL**

The standing committees of the Institution Council shall be as defined in the IIBMRT Bylaws.

The Academic Council shall have the control and general regulation of, and be responsible for the maintenance of the standards of teaching and examinations within the Institution.

The Academic Council Will have

* The Director Academic
* The Registrar / Provost
* The Deans of Faculties;
* Heads of all Programs / Departments,

The term of office of the members of the Academic Council shall be of five years.

**ARTICLE 5 : MEETINGS OF THE INSTITUTION COUNCIL**

* Regular meetings of the Institution Council shall be held once a month during the fall and spring semesters.
* Special meetings of the Institution Council shall be held on call of the president, by the Steering Committee of the Institution Council, or in response to a written request to the executive secretary of the Institution Council by one-fourth of the members of the Institution Council at any time during the calendar year.
* Written notice of the time and purpose of all meetings shall be given to members of the Institution Council by the executive secretary in advance of the meetings in accordance with the provisions for advance notice set forth in the Institution bylaws.

**ARTICLE 6 : FACULTIES, STANDING COMMITTEES, COUNCILS AND BOARDS OF THE FACULTY AND ADMINISTRATION**

* **The Institution**
* Definition of Institution Faculty
The Institution faculty shall consist of all full-time staff members holding the ranks of professor, associate professor, assistant professor, and instructor.
* Standing Committees of the Institution
There shall be standing committees of the Institution Council as designated in the bylaws.
* These committees shall report all actions to the Institution Council, through the distribution of minutes to the Institution Council, through annual reports of their activities submitted to the Institution Council, and through the periodic presentation of action summaries.
* **The Graduate School**
* Definition of Graduate Faculty
The graduate faculty shall consist of those who, on the recommendation of the academic departments and the dean of the appropriate college, have been approved by the Graduate Council and the dean of the Graduate School to be members of the graduate faculty.
* **The Council of Deans**
* The council of deans shall consist of the executive vice president and provost as chair, vice provosts, the deans, and such additional academic personnel as the executive vice president and provost and deans shall deem appropriate and necessary to the work of the council of deans.

**ARTICLE 7 : RELATED COUNCILS**

* **Students**

The right of students to organize an association to provide a means for participation in the governance of the Institution is recognized. Upon acceptance of the constitution by student referendum and by the president of the Institution, it will be accepted by the Institution community (i.e., faculty, staff, students, and administrators) as an integral part of the Institution's system of governance. The students, through their association, may communicate their concerns to the Institution Council or to the associate vice president for student affairs and, through that associate vice president, to the provost and president of the Institution and have ultimate appeal to the Board of Trustees.

* **Operating Staff**

The right of the operating staff to organize a council to represent that constituency of the Institution community is recognized. It will be accepted by the Institution community as an integral part of the Institution's system of governance. The operating staff, through its council, may communicate its concerns to the Institution Council, to the appropriate vice president(s), to the president of the Institution and shall then have ultimate appeal to the Board of Trustees.

* **Institution Faculty**

The right of the faculty of the Institution-which shall be defined for this purpose as those regular, full-time Institution faculty in the academic division of the Institution, excluding the president, the president's staff, the executive vice president and provost, the executive vice president and provost's staff, the deans and the deans' staffs to organize a Faculty Senate to represent that constituency of the Institution community is recognized. It will be accepted by the Institution community as an integral part of the Institution's system of governance. The faculty, through the Faculty Senate, may communicate its concerns, recommendations, and positions to the Institution Council, to the executive vice president and provost, and to the president of the Institution, and have ultimate appeal to the Board of Trustees. The Faculty Senate is empowered to act as the authoritative and official voice of the faculty of the Institution. The Institution bylaws shall specify the membership of the Faculty Senate, its method of selection, and its duties and responsibilities.

* **Supportive Professional Staff**

The right of the full-time supportive professional staff to organize a council to represent that constituency of the Institution community is recognized. It will be accepted by the Institution community as an integral part of the Institution's system of governance. The supportive professional staff, through its council, may communicate its concerns to the Institution Council or through the appropriate vice president(s) to the president of the Institution and have ultimate appeal to the Board of Trustees.

**ARTICLE 8 : SELECTION OF A PRESIDENT**

* In the selection of a president for the Institution, the members of the Board of Trustees, the faculty, the students, the supportive professional staff, the operating staff, and all other members of the Institution community are vitally concerned. Accordingly, when a search for a new president has been authorized, it shall be conducted by a Institution search committee
* The search committee shall adopt procedures enabling appropriate representative constituencies to participate in the interview process. The search shall be coordinated on campus, the Institution providing space and support personnel.

**ARTICLE 9 : HUMAN RIGHTS**

* **Academic Freedom**
* Freedom of thought, inquiry, and scholarly and artistic expression is fundamental and essential to the maintenance of the academic community. In all of its actions, the Institution shall act to uphold this principle and to create an environment totally conducive to the unfettered exploration of ideas, pursuit of knowledge, and scholarly and artistic expression.
* **Equality of Treatment**
* The Institution shall afford to all members of its community fair, impartial, and equal treatment regardless of sex, race, national origin, ancestry, marital status, age, color, veteran status, political views or affiliation, religious views or affiliation, sexual orientation, gender identity, gender expression, physical or mental disability, or other factors unrelated to their scholarly or professional performance. The Institution may make specific provisions to promote affirmative action.
* **Due Process**
* The Institution shall establish orderly procedures to insure fairness in its treatment of individual members of the community, and to insure the protection of the rights and welfare of both the individual members of the community and of the Institution itself.
* **Procedures**
* Procedures for the protection of the above rights shall be set forth in the bylaws.

**ARTICLE 10 : AMENDMENT PROCEDURES**

* Amendment of the constitution shall be accomplished by the following sequence of procedures.
* Written notice of a proposed amendment may be presented at any regular meeting of the Institution Council by any voting or nonvoting member, but no final action shall be taken on a proposed amendment until at least the next regular meeting of the Institution Council.
* Approval of the proposed amendment by a two-thirds vote of the Institution Council members voting.
* Approval of the proposed amendment in a faculty referendum in which a majority of those voting concur.
* Approval of the proposed amendment by the Board of Trustees pursuant to the Board of Trustees Governance Documents.