

BYLAWS

RESEARCH COORDINATING COUNCIL

IDAHO STATE UNIVERSITY

Faculty at ISU are given a charge to engage in research, creative activities, and scholarship as part of their academic duties. These activities enable faculty to grow in their fields and increase their knowledge, which in turn benefits the students they teach. In this role, Faculty have first-hand knowledge of the issues and concerns affecting research at ISU, knowledge which can be used to assist in the direction of the research mission and policies of ISU. The ISU Research Coordinating Council (RCC) functions best by drawing on this Faculty expertise.

The Research Coordinating Council (hereafter referred to as the Council) was formed as a part of the ISU committee/council revision adopted in March, 1982. The initial set of bylaws was developed and approved in 1985. The Research Coordinating Council is charged with recommending policy and procedures relative to: (1) University and Faculty research projects; (2) enhancement of University research capabilities.

The name of this body is the Research Coordinating Council. This Council is a standing Council of the Faculty Senate and reports directly to that body.

ARTICLE I - MEMBERSHIP

Section 1. Standing Membership

The Council will have the following standing members:

VOTING:

- (1) Chair (Elected Voting Faculty Member of RCC)
- (2) Chair of the Faculty Research Committee (FRC)
- (3) Chair of University Research Committee (URC)
- (4) Chair of Humanities/Social Sciences Committee (HSSRC)
- (5) Chair of Undergraduate Research Committee (UgRC)
- (6) Chair of the Graduate Student Research Committee (GSRSC)

NON-VOTING:

- (1) Designated representatives of Library, Idaho Museum of Natural History, Information Technology Services, research centers, institutes and bureaus (ex-officio)
- (2) Financial Services representative (ex officio)
- (3) Director of Sponsored Programs (ex-officio)
- (4) Vice-President for Research (ex-officio)

Section 2. Representative Membership

In addition to the members named above, the Research Coordinating Council will have the following voting representative members:

- (1) Faculty Senate representative (one-year term)
- (2) Graduate Council representative (one-year term)
- (3) Eight faculty representatives to represent the university as follows:

- Arts and Sciences (3 representatives)
- Arts and Humanities (1)
- Natural Sciences (1)
- Social Sciences (1)
- Business (1)
- Education (1)
- Engineering (1)
- Health Professions (1)
- Pharmacy (1)

The Faculty Senate and Graduate Council representatives will be chosen in accordance with procedures established in those bodies. They will serve a one year term. The graduate student representative will be selected by the Graduate Student Research and Scholarship Committee and will serve a one year term. The eight faculty representatives are to be appointed by the Faculty Senate and will serve for three-year terms. They may succeed themselves for one additional term.

If a representative member resigns from or otherwise ceases to serve on the Council, a replacement is chosen in the same fashion as the regularly selected representative. Replacements chosen to fill an unexpired term of a regularly selected member may be appointed to no more than two successive terms following the completion of the unexpired term.

Section 3. Duties of Members

Members of the Council should participate fully in all of its activities. Specifically, Council members are expected to (1) attend meetings regularly, (2) solicit information from and represent the views of units from which they are selected, (3) inform constituencies of relevant actions taken or anticipated by the Council, (4) be prepared to identify weaknesses in the research enterprise at ISU and to help develop realistic proposals for the resolution of these problems.

Section 4. Election of Chair and Vice Chair

Eligibility: Candidates for the chair position shall have served at least one year on RCC and shall be non-administrative faculty. Preference will be given to full time faculty. The Vice Chair may serve as the Chair-Elect for the following year. The Chair and Vice Chair will be nominated by RCC members and elected by simple majority. Following nominations, members of the RCC shall notify the RCC Secretary of their votes by mail or email.

ARTICLE II - OPERATION

Section 1. Meetings

The Council will meet at least once each month during the academic year. A majority of the voting members must be present to constitute a quorum. Meetings will be conducted in accordance with Roberts' Rules of Order, Newly Revised. The Chairperson or an appointed Council member will ensure that minutes of each meeting are recorded.

Section 2. Duties of the Chair

The Chairperson will have the following responsibilities:

- (1) Preside at all meetings
- (2) Sign all correspondence or documents pertaining to actions of the Council
- (3) Prepare an annual report to the President of Idaho State University and to the Chairperson of the Faculty Senate that summarizes the activities and recommendations of the Council
- (4) Provide leadership in setting the agenda for the meetings.

Section 3. Standing Committees

The Research Coordinating Council provides oversight of the Faculty Research Committee, Humanities/Social Sciences Research Committee, University Research Committee, Undergraduate Research Committee, and Graduate Student Research and Scholarship Committee. Each committee is to operate with its own set of bylaws.

ARTICLE III - AMENDMENTS TO THE BYLAWS

Section 1. Procedure

- A. These Bylaws may be amended by two-thirds majority of the committee.
- B. No amendment of the Bylaws may be both introduced and passed at the same meeting.
- C. The Faculty Senate may override Council Bylaw changes in accordance with the Faculty Senate Bylaws (Article VII, Section II).

Proposed amendments will be submitted to all members of the council at least one week prior to any such vote.

Section 2. Amendment Proposal

A proposed amendment may be presented by any member of the Council and should be presented in writing.

Recommended by Research Coordinating Council 9/20/2007

Approved by Faculty Senate 10/15/2007