

MINNESOTA STATE UNIVERSITY, MANKATO
School of Nursing

CONSTITUTION

ARTICLE I. GENERAL POWERS

The name of this organization shall be the Minnesota State University, Mankato School of Nursing. The School of Nursing has three purposes: to provide education in the discipline of nursing and professional practice; to promote and conduct scholarship in nursing; and to serve diverse populations. This constitution is not part of the employment contract between the University and its employees. It does not establish terms and conditions of employment.

ARTICLE II. THE FACULTY

Section A: Definition

The faculty of the School of Nursing shall consist of Professors, Associate Professors, Assistant Professors, and Instructors, who hold tenured, probationary, non-tenure track, fixed-term, or adjunct appointments in the School of Nursing.

Section B: Rights and Responsibilities

Faculty responsibilities shall be consistent with the IFO-MnSCU Master Agreement (hereafter known as the Master Agreement) of 2005-07 or the most recent revision of that document and other University Policies.

Section C: Faculty Tenure and Promotion

The School of Nursing shall follow the tenure policies and regulations as stipulated in the Master Agreement. Procedures concerning faculty tenure shall be consistent at all times with procedures adopted by the Minnesota State University, Mankato Faculty Association.

ARTICLE III. NURSING FACULTY ORGANIZATION

Section A: Composition

1. The Nursing Faculty Organization (NFO) of the School of Nursing shall be composed of voting and non-voting members.
2. Voting members shall be all faculty who hold tenured, probationary, non-tenure track, or fixed-term appointments in the School of Nursing. Eligibility to vote on specific matters shall be consistent with the current Master Agreement.
3. Non-voting members may attend NFO meetings and shall have floor privileges. The non-voting membership shall consist of faculty with adjunct appointments in the School of Nursing, students and non-faculty members of standing committees and taskforces.
4. A simple majority of the voting membership of the NFO shall constitute a quorum.

Section B: Officers

1. The Chairperson of NFO shall be the Chairperson of the School of Nursing. The Chairperson shall be elected by the voting membership as stipulated in the current Master Agreement.
2. A Vice Chairperson shall be elected by the voting membership to conduct NFO meetings in the absence of the Chairperson.
3. A Treasurer shall be elected by the voting membership to manage the finances of the NFO.

Section C: Authority and Responsibility

The NFO shall have authority over educational matters affecting the School of Nursing as a whole. The NFO is responsible for determining the philosophy and mission of the School; the purposes and objectives of the programs; the curriculum offerings of the programs; and populations to be served by these programs. The NFO shall determine the organization and structure of the faculty to enable it to discharge its authority and responsibilities as provided for in the Bylaws.

Section D: Committees

The NFO may establish committees from its membership as are necessary to facilitate carrying out its responsibilities. There shall be representation on the committees from the student body, administrative staff, and professional staff as appropriate to the purpose of the committee. The NFO shall review the need for the function of all its committees as specified in the Bylaws.

ARTICLE IV. CHAIRPERSON

Section A: Authority, Role and Responsibilities

The Chairperson provides academic and administrative coordination, and fosters an environment that enhances individual and School of Nursing growth and development. The Chairperson's responsibilities include coordination of the work of the School's program coordinators and shall be consistent with the current Master Agreement. The Chairperson shall report to the NFO at least annually the state of the School and progress toward accomplishment of the School's goals.

Section B: Selection and Appointment

The Chairperson shall be a faculty member of the School of Nursing. The process for selection and appointment shall be consistent with the current Master Agreement.

Section C: Program Coordinators

Coordinator positions for the purpose of organizing and directing the administration of the School's educational programs shall be developed by the Chairperson in consultation with the NFO.

ARTICLE V. DEAN

Section A: Authority, Role and Responsibilities

The Dean of the College of Allied Health and Nursing has general administrative authority over School of Nursing affairs. The Dean shall specify who shall act for the Dean in the Dean's absence. The Dean shall make recommendations to the President on all faculty appointments, promotion, tenure and salary adjustments following established procedures for consultation with the faculty of the School. The Dean shall have final authority for budgetary recommendations to the President, after completion of established procedures for consultation with faculty of the School. The Dean shall provide leadership in formulating a fiscal development plan reflective of the School's missions and the recommendations of the NFO, and in implementing the fiscal development plan in collaboration with the Chairperson. The Dean may appoint advisory committees to fulfill duties or responsibilities delegated to them by the Dean. The responsibilities of the Dean shall include strengthening the School, its programs and its clinical affiliations; seeking adequate physical facilities for teaching, research, and faculty/staff offices; seeking financial support for the School; and interpreting the needs of the School to the Vice President for Academic Affairs, the President of the University, the legislature, the public, and other relevant persons, groups, or organizations. The Dean shall provide leadership for formulating policies and stimulating School discussions leading to improvement of the educational programs of the School in collaboration with the Chairperson. The Dean shall provide to the Chairperson accurate information necessary for the functioning of NFO committees, as well as interpretation of such information.

Section B: Associate Deans, Assistant Deans, Directors

The Dean may recommend to the President the appointment of such Associate and Assistant Deans and Directors as seem appropriate to organize and direct the administrative operations of the College and its academic units. The descriptions of these appointments, delegation of authority and responsibilities, and criteria for annual review shall be determined by the Dean in consultation with the faculty of the academic units. Reappointment will be based on an annual review by the Dean carried out in accord with University policy.

ARTICLE VI: STUDENT PARTICIPATION

Section A: Composition and Purpose

There shall be a provision within the School of Nursing for a Nursing College Board. The Nursing College Board shall represent all students enrolled in a nursing major in the School.

Section B: Functions

The Nursing College Board functions shall include:

1. serving as the official channel for the student body as a whole to communicate with the administrators and faculty;
2. facilitating student participation in the affairs of the School of Nursing and the University.

Section C: Rights and Responsibilities

Members are expected to participate in the affairs of the School, including its governance, its committee structure, and the revision of the School constitution.

Representatives on School committees shall be chosen according to procedures specified in the Bylaws.

ARTICLE VII: PROFESSIONAL AND ADMINISTRATIVE STAFF

Section A: Composition and Purpose

Professional and administrative (PA) staff shall consist of professional personnel who are engaged in enhancing the teaching, research and service functions of the School, and administrative personnel who are involved in policy development or execution or in directing, coordinating, or supervising activities in the School.

Section B: Rights and Responsibilities

Members are expected to participate in the affairs of the School, including its governance, its committee structure, and the revision of the School constitution. Representatives on School committees shall be chosen according to procedures specified in the Bylaws.

ARTICLE VIII: AMENDMENTS, INTERPRETATIONS, IMPLEMENTATION

Section A: Amendments

Proposals for amending the Constitution of the School of Nursing may be initiated by any voting member of the NFO. Proposals shall be presented for discussion to the NFO. Following discussion, a draft of the proposed amendment and a mail ballot shall be submitted to each voting member of the NFO. Approval by at least two-thirds of the votes received within ten working days after submission of the mail ballot shall constitute adoption of the amendment. Proposed amendments to the Constitution, duly approved by the voting membership of the NFO, shall be submitted to the President of the Faculty Association and to the President of the University. Amendments shall be in effect as of the day following approval.

Section B: Interpretation

Final authority to interpret this Constitution shall reside in the NFO and be consistent with the current Master Agreement.

Section C: Implementation

This constitution shall become effective immediately after its adoption.

ARTICLE IX: BYLAWS

Procedures for operating under this constitution shall be specified in the Bylaws. Adoption, amendment, interpretation and implementation of the Bylaws will be specified within the Bylaws.

Adopted: 2/3/06