

CHAMPLAIN COLLEGE

Champlain College Council

Effective November 27, 2007

Amended April 22, 2009

DRAFT Amended April 27, 2018

Preamble: The College Council is a Champlain College body where representatives from faculty, staff and students meet to discuss matters of the College and advise the President. The Council brings diverse perspectives and promotes a sense of community. The Council affords representatives from across the College the opportunity to raise issues of importance to the College, hear perspectives from diverse stakeholders, and provide the President guidance on how best to advance the College in the best interest of all stakeholders.

Section 1. Function

The Champlain College Council is a deliberative body which gives advice and recommendations to the President on issues of community interest and provides a platform for integration across all aspects of the College.

The Council serves as the organizational structure through which students, faculty, staff and administration:

- Promote the use of consensus-building as a mechanism for reviewing and resolving issues
- Give advice and make recommendations to the President
- Promote and encourage an ever closer, broader, deeper, positive, warmer and open College community
- Identify ways to provide guidance for developing a sense of community and resolving community issues
- Communicate and reinforce positive aspects of the community
- Recognize and propose areas of further integration and community building

Section 2. Membership

The Champlain College Council term is one academic year. Membership shall consist of:

- 7 student members selected by the Student Government Association
- 7 members of the Staff Council selected by the Staff Council Executive Committee
- 7 members of the Faculty Senate selected by the Executive Committee (or one from each of the 6 Divisions and the Faculty Senate Vice President)
- The Deans
- The President
- Ex Officio Members as follows:
 - Centers of Excellence Representation
 - Diversity and Inclusion
 - Marketing
 - Secretary, College Council
 - Strategic Communications
 - Transportation

Section 3. Meetings

The Council shall meet six times during the academic year (3 in the fall and 3 in the spring). A meeting may be cancelled if the Chairperson and President determine there is no business at hand. The time and place of the meeting shall be determined by the President's Office and shared with the Council and the Community at the beginning of the academic year.

Meeting agendas shall be created following a review of suggested topics and a conversation with the President, the Chair and Vice Chair of College Council. Suggested topics can come from the membership of the Council at any time. The Council will maintain a list of suggested topics.

Agendas will be sent to all members of the Council before each meeting. Minutes of each meeting will be distributed to members in a timely manner.

Meetings are open to all matriculated students and full-time employees of Champlain College if they wish to attend and observe.

Section 4. Standing Committees and Ad Hoc Task Forces

The Standing Committees of the College Council are:

1. **By-Laws Committee.** The purpose of this committee is to review the Council By-laws at least once per academic year. All recommendations for change will be brought to the College Council.

From time to time, the Champlain College Council may form a task force to explore and discuss a particular issue so that the task force may then make a recommendation to the full Council.

Section 5. Organization

College Council meetings shall be presided over by Chairperson serving a one-year term as Chairperson of the College Council. The Chairperson shall be selected from (1) Staff Council; (2) Faculty Senate; and (3) Student Government Association. The College Council shall appoint the College Council Chairperson on a rotating basis so that a representative of each body chairs the Council every three years. The Student Government Association will select a representative annually to serve as Vice-Chair of the Champlain College Council.


The President shall appoint a Secretary of the Council. The Secretary of the College Council shall prepare the agenda for each meeting of the Council in conjunction with the President of the College and the Chairperson of the College Council. The Secretary of the College Council shall take notes at each meeting of the Council.

Following the approval of the College Council notes, they will be made public to the community via the College Council web page.

All recommendations from the College Council will go to the President's Cabinet for further action.

Approved by Champlain College Council, April 27, 2018

Approved Denied

By: 
Donald J. Laackman, President

Date: