

BYLAWS OF THE BROOKLYN COLLEGE POLICY COUNCIL

I. Membership

- A. Membership in the Policy Council shall be defined by Article I-A of the Brooklyn College Governance Plan.
- B. Vacancies arising during the academic year shall be filled by interim members who will be selected by the appropriate membership constituencies identified under I-A above. Each constituency shall effect such selection in a manner of its own choosing, to be approved by the Policy Council.

II. Meetings

- A. Policy Council meetings shall be conducted according to Robert's Rules of Order (revised).
- B. A quorum shall consist of a majority of the membership.

III. Officers

- A. The President shall chair meetings of the council.
- B. There shall be a secretary, elected by the body.

IV. Committees

- A. Standing Committees: There shall be seven standing committees described below on which members shall serve one-year terms of service. The membership of such committees shall include at least one member from each constituency of Policy Council in conformity with Article I-C.4.c of the Brooklyn College Governance Plan.

1. Executive Committee

The Executive Committee shall consist of four (4) members; one representative of each constituency elected by that constituency during the first Policy Council meeting of the academic year, or sooner, and the President of Policy Council who shall serve as chairperson. The Executive Committee shall act as a nominations committee and as a steering committee; prepare the agenda for Policy Council meetings; supervise the work of standing and ad hoc committees of Policy Council; and act for Policy Council in emergencies. Each academic year, the committee shall act as a nominations committee only after that year's election of members to the Executive Committee. In addition to recommendations from the Executive Committee for service on Policy Council committees, nominations from the floor shall always be appropriate.

2. Budget Committee

The Budget Committee shall consist of three (3) members, one member representing each constituency. The Budget Committee shall serve in a consultative-liaison capacity between Policy Council and the administration.

3. Campus Facilities Committee

The Campus Facilities Committee shall consist of six (6) members who will include the Vice President for finance and Administration and one other administrator; two members of the Faculty Council Committee on Campus Planning; and two students. It shall be empowered to investigate every aspect of the college plant, to work with the college administration in developing a blueprint for utilization

and improvement of the physical facilities of the college, and to recommend specific proposals to Policy Council for implementation.

This committee shall report to Policy Council at the end of each semester.

4. External Relations Committee on College and Community  
The External Relations Committee on College and Community shall consist of six (6) members with equal representation from each constituency. The President, who will serve as a representative from the administration, shall act as chairperson. The External Relations Committee shall be charged with reviewing the working relationships of the college with all segments of the Brooklyn community and making suggestions for enhancing the image of the college within the borough.

This committee shall meet as the need arises and report to council.

5. Committee on Faculty-Student Relations  
The Committee on Faculty-Student Relations shall consist of nine (9) members; four faculty members; four student members; and one additional member to be appointed by the Vice President for Campus affairs who shall sit on the committee ex officio and act as chairperson. The committee shall be charged with examining faculty-student relationships, including counseling, and with accepting related agenda items which may be proposed by any one of the constituencies.

The committee shall meet at least two times each semester and report to Policy Council at the end of each semester.

6. Long Range Planning Committee  
The Long Range Planning Committee shall consist of six (6) members, two representatives from the administrative constituency who are also members of the Presidential Advisory Committee on Planning and two representatives each from the faculty and student constituencies. It shall gather information, evaluate the current academic programs and structure of the college, and develop recommendations for Policy Council advisement to college bodies concerned with long range planning.

The committee shall report periodically as the need arises.

7. Governance Committee  
The Governance Committee shall consist of two administrators named by the President, a member of the Steering Committee of Faculty Council and a member of the Liaison Committee of CAP, and two students designated by the Presidents of the three student governments. The Governance Committee shall serve as a screening committee for the Policy Council in matters involving governance and shall make recommendations with respect to adjudication of conflicts or problems in the area of governance referred to the Policy Council. It shall serve as a supervisory body for the implementation of changes in government.

- B. Ad Hoc Committees: Such other committees which shall from time to time be deemed necessary to carry on the work of the Policy Council, including their memberships and their charges, shall be proposed by the Executive Committee and ratified by the

Policy Council.

Revised  
April 1986