

COLORADO SCHOOL OF MINES
ADMINISTRATIVE FACULTY COUNCIL
ARTICLES OF ORGANIZATION

PREAMBLE

The exempt, administrative employees of Colorado School of Mines, hereinafter "CSM," desiring to take a more full and active part in helping CSM to fulfill its role and mission in Colorado as well as to increase the level of communication and cooperation between themselves and other CSM employee groups, do hereby organize and constitute themselves as the CSM Administrative Faculty and do hereby establish the CSM Administrative Faculty Council.

PART A - THE CSM ADMINISTRATIVE FACULTY

ARTICLE I - NAME OF ORGANIZATION

The permanent, exempt, administrative employees of CSM shall henceforth be known collectively as The CSM Administrative Faculty, hereinafter the "Administrative Faculty."

ARTICLE II – MEMBERSHIP

The members of the Administrative Faculty shall consist of all permanent, exempt, administrative employees at CSM listed on the Administrative Faculty Membership List, hereinafter the "Membership List."

PART B - THE CSM ADMINISTRATIVE FACULTY COUNCIL

ARTICLE III - NAME OF REPRESENTATIVE BODY

The representative body of the Administrative Faculty shall be known as The CSM Administrative Faculty Council, hereinafter the "Council."

ARTICLE IV – AUTHORITY

The CSM Board of Trustees approved the creation of the Council during its regularly scheduled meeting held in Golden, Colorado on May 5, 1994. The Council shall function pursuant to these Articles of Organization until such time as the Administrative Faculty acts to dissolve the Council pursuant to Article XI below, or the Council is abolished by a specific action of the Board of Trustees.

ARTICLE V – PURPOSE

The Council is organized to serve as the representative body of the Administrative Faculty in the specific areas delineated in the Bylaws and to actively participate in such policy matters of CSM which may affect or be of interest to the Administrative Faculty. The Council shall, in order to promote the welfare of CSM and its constituents, act as an advisory body to the CSM administration, provide information and advice to its constituents, and act as a liaison to the CSM Faculty Senate, the Classified Employees Advisory Council, and such other employee representative groups as may gain official recognition by CSM.

ARTICLE VI - VOTING ELIGIBILITY

All members of the Administrative Faculty, as defined in Article II above, whose positions are rated at 0.5 FTE or greater, hereinafter the "Electors," shall be eligible to vote in Council member elections, Articles of Organization and Bylaws Amendment referenda, all matters requiring a vote of the Administrative Faculty for adoption, and any other issues which may be referred by the Council to the Administrative Faculty for a vote thereon.

ARTICLE VII - COUNCIL MEMBERSHIP

There shall be five Council members elected from the Administrative Faculty as set forth in Article VIII below. The President and Vice Presidents of CSM shall be ineligible to serve as Council members.

ARTICLE VIII - COUNCIL MEMBER ELECTION PROCEDURE

The Council shall be comprised of one representative from the CSM administrative unit Academic Affairs, one representative from Student Life, one representative from either the President's staff or Finance and Operations, and two at-large representatives from any of the school's administrative units. Each Elector shall be provided with a ballot containing the names and positions of all candidates divided into their appropriate administrative units. During the initial election, each Elector shall vote for five candidates. In subsequent elections, each Elector shall vote for the number of candidates equal to the number of vacancies to be filled by that election. The candidates receiving the highest vote totals from each of the administrative units identified above shall be elected to Council membership. Additionally, the two runner-up candidates who receive the highest vote totals shall be elected as at-large Council members.

ARTICLE IX - COUNCIL MEMBER TERMS OF OFFICE

Council members may not be elected to serve more than two successive terms in office. The terms of all elected Council members shall be two years with the exception of the initially elected Council members, whose terms shall be assigned in such a manner that subsequent Council member terms are staggered. The terms of initially elected Council members shall be determined according to the formula outlined below. In the event of a tie vote, the winner will be selected by a random drawing.

Council Member representing Academic Affairs.....	Two-Year Term
Council Member representing the President's staff and Finance and Operations.....	Two-Year Term
Council Member representing Student Life.....	Two-Year Term
At-large Council member.....	One-Year Term
At-large Council member.....	One-Year Term

ARTICLE X - ARTICLES OF ORGANIZATION AMENDMENT PROCEDURE

Upon the provision of reasonable prior notice, amendments to the Articles of Organization may be enacted by a vote of the Electors. In order to be adopted, a proposed Amendment to the Articles of Organization must receive favorable votes equal to at least two-thirds of all ballots submitted.

ARTICLE XI - DISSOLUTION OF COUNCIL

Upon the provision of reasonable prior notice, the Council may be dissolved by a vote of the Electors. In order to be effective, the proposed dissolution must receive favorable votes equal to at least three-fourths of all ballots submitted.

ARTICLE XII - COUNCIL BYLAWS

The Electors shall adopt a set of Bylaws to govern its internal operations and procedures.

Adopted 1994

Articles VIII and IX amended May 17, 2001