

**UNIVERSITY OF MINNESOTA**  
**School of Nursing**

**CONSTITUTION**

**ARTICLE I. GENERAL POWERS**

The name of this organization shall be the University of Minnesota School of Nursing. The School of Nursing has three purposes: to provide education in the discipline and practice of nursing; to promote and conduct research in nursing; and to serve as a resource in the promotion of excellence in nursing to the community at large. 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. DEAN**

*Section A: Authority, Role and Responsibilities*

The Dean is the Chief Executive Officer of the School of Nursing and has general administrative authority over School affairs. 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 may appoint advisory committees to fulfill duties or responsibilities assigned to them by the Dean. The Dean shall specify who shall act for the Dean in the Dean's absence.

The Dean of the School of Nursing shall provide leadership for formulating policies, introducing and testing educational ideas and proposals, and stimulating School discussions leading to improvement of the educational programs of the School. The Dean shall provide leadership in formulating a development plan reflective of the School's missions and the recommendations of the General Assembly, and in implementing the development plan.

The responsibilities of the Dean shall include strengthening the School, its programs and its clinical affiliations; seeking adequate physical facilities for teaching, for research, and for faculty and staff offices; seeking financial support for the School; and interpreting these needs of the School to the Vice President for Health Sciences, the President of the University, the legislature, the public, benefactors and other relevant persons, groups, bodies, or organizations. The Dean shall provide to all committees accurate information necessary for their functioning, as well as interpretation of such information. The Dean shall report to the General Assembly at least annually the state of the School and progress toward accomplishment of the School's missions. The Dean shall have responsibility for the regular review of existing educational programs, and shall take such actions as are appropriate to the implementation of recommendations resulting from these reviews.

### ***Section B: Selection and Appointment***

When the position of the Dean of the School of Nursing becomes vacant, or before then if appropriate, a Search and Screening Committee appointed by the President shall, with input of the unit faculty, implement the search process, solicit and review candidates, and make recommendations to the President. The Committee members from the School of Nursing shall include representatives of the faculty, students, and civil service staff.

The Dean of the School of Nursing shall be appointed by the Board of Regents upon the recommendation of the President of the University and the Vice President for Health Sciences for an initial term not to exceed five years with the appointment renewable on an annual basis.

### ***Section C: Review, Renewal of Appointment and Reappointment***

The appointment of the Dean of the School of Nursing is annually renewable. The incumbent dean may also be reappointed for additional terms. Annual review and renewal of appointment are based on a performance evaluation carried out in accord with University Policy. The Vice President (or the Vice President's designee) is responsible for this annual review and evaluation of the Dean prior to renewal of the appointment or reappointment. The review shall be conducted in a form and manner determined by the president.

### ***Section D: Associate Deans, Assistant Deans, Directors***

The Dean may recommend to the President and Board of Regents the appointment of such Associate and Assistant Deans and Directors as seem appropriate to organize and direct the administrative operations of the School of Nursing. The conditions of their appointment, the delegation of authority and responsibilities to them and criteria for their annual review shall be determined by the Dean after consultation with the faculty of the School. Reappointment will be based on an annual review by the Dean carried out in accord with University policy.

## **ARTICLE III. THE FACULTY**

### ***Section A: Definition***

The faculty of the School of Nursing shall consist of Professors, Associate Professors, Assistant Professors, Instructors, and those with academic professional appointments, who hold regular or non-regular appointments in the School of Nursing.

### ***Section B: Rights and Responsibilities***

Faculty responsibilities shall be consistent with the Senate Statement of December 3, 1970, Academic Freedom and Responsibility 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 approved by the University Senate and other University Policies. Procedures concerning faculty tenure, including removal for cause, shall be consistent at all times with procedures adopted by the Board of Regents and embodied in the document, Regulations Concerning Faculty Tenure, July 1, 1985, or the most recent revision of that document.

## **ARTICLE IV. GENERAL ASSEMBLY**

### ***Section A: Composition***

1. The General Assembly of the School of Nursing shall be composed of voting members and non-voting members.
2. The voting membership shall be the faculty with regular appointments in the School of Nursing and academic professional staff who hold continuous, probationary, or fixed terms of two years or more in length in the School of Nursing.
3. Non-voting members of the General Assembly may attend General Assembly meetings and shall have floor privileges. The non-voting membership shall consist of faculty with non-regular appointments, and those with annual academic professional appointments in the School of Nursing, student and civil service members of standing committees and councils.
4. Individuals who do not qualify for membership or are non-voting members in the General Assembly as described in Article IV, Section A, Numbers 2 and 3, may be nominated and elected to either voting membership or non-voting membership by a 3/4 majority affirmative vote of the voting membership.
5. A simple majority of the voting membership of the General Assembly shall constitute a quorum.

### ***Section B: Officers***

The Chairperson and Vice Chairperson shall be elected by the voting membership.

### ***Section C: Authority and Responsibility***

The General Assembly shall have authority over educational matters affecting the School of Nursing as a whole, as delegated by the Board of Regents and in accord with the Constitution of the University Senate. The General Assembly is responsible for determining the philosophy and missions 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 General Assembly 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 General Assembly may establish committees from its membership as are necessary to facilitate carrying out its responsibilities. There shall be representation on the committees from the academic professional and administrative (PA) staff, student body and civil service staff as appropriate to the purpose of the committee. The Assembly shall review the need for the function of all its committees as appropriate.

***Section E: Grievance Committee***

In accordance with University Senate policies there shall be a special grievance committee for academic freedom and responsibility to act upon grievances initiated within the School of Nursing. The composition and functions of the committee shall be stipulated by the University approved grievance procedure of the School of Nursing.

**ARTICLE V. FACULTY CONSULTATIVE COMMITTEE**

***Section A: Membership***

There shall be a Faculty Consultative Committee elected by and from the faculty with voting rights in the General Assembly. The Chair of the General Assembly is an ex-officio member.

***Section B: Functions***

This committee services as an official channel between the faculty and administration. Its functions shall include, but not be limited to: 1) identifying issues of concern or opportunities for improvement, and bringing them to the attention of the Dean, other administrative officers of the University, and/or the School of Nursing General Assembly for action; 2) serving as faculty representatives from whom the Dean and other administrative officers can seek evaluations of opinions about their actions or proposals; 3) consulting with the Dean on budget formulation, and making recommendations reflective of the General Assembly's statement on goals and priorities.

**ARTICLE VI: ACADEMIC PROFESSIONAL AND ADMINISTRATIVE (PA) STAFF**

***Section A: Composition and Purpose***

Academic professional and administrative (PA) staff shall consist of professional personnel who are assigned to duties enhancing the research, teaching, 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, its grievance procedures, and the revision of the School constitution. Representatives on School committees shall be chosen according to procedures specified in the Bylaws.

**ARTICLE VII: 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 of Nursing.

***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 administration 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, its grievance procedures, and the revision of the School constitution. Representatives on School committees shall be chosen according to procedures specified in the Bylaws.

**ARTICLE VIII: CIVIL SERVICE EMPLOYEE PARTICIPATION**

***Section A: Composition and Purpose***

Within the School of Nursing there shall be provision for a Civil Service Coordinating Council. This Council shall include all civil service employees as defined in the University Civil Service Rules.

The Civil Service Coordinating Council shall elect members to the Civil Service Representative Committee.

The Civil Service Representative Committee shall serve as an official means for the civil service employees to communicate with the administration and faculty.

***Section B: Rights and Responsibilities***

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

**ARTICLE IX: 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 General Assembly. Proposals shall be presented for discussion to the General Assembly. Following discussion, a draft of the proposed amendment and a mail ballot shall be submitted to each voting member of the General Assembly. 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 General Assembly, shall be submitted to the Vice President for Health Sciences, the President of the University, and the Board of Regents for final approval. They shall be in effect as of the day following approval by the Board of Regents.

***Section B: Interpretation***

Final authority to interpret this Constitution shall reside in the General Assembly.

***Section C: Implementation***

This constitution shall become effective immediately after its adoption and its subsequent approval by the Board of Regents.

**ARTICLE X: 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.

*Approved by General Assembly 1/23/78*

*Approved by Board of Regents 8/11/78*

*Amended by School 2/80*

*Amended by School 6/80*

*Amended by School 6/19/86*

*Revised by School 1/25/89*

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