



FACULTY OF EDUCATION

Effective Date: September 2024

Supersedes: July 2008

COMPOSITION AND RULES OF PROCEDURE

1. The Dean of Education is the chief executive officer of the Faculty and may be assisted by one or more Associate or Assistant Deans.
2. There shall be a Council of the Faculty of Education responsible to the Senate and composed of:
 - A. The following ex officio members:
 - (a) The President & Vice-Chancellor
 - (b) The Vice-Provost (or an Associate Vice-Provost) of the School of Graduate and Postdoctoral Studies
 - (c) The Dean of the Faculty of Education
 - (d) The President of the Education Students' Council of the Faculty of Education
 - (e) A representative for Education Resource Centre, selected by Western Libraries.
 - B. (a) Faculty Members:
 - i. All full-time tenured, probationary and continuing status members of the University, who hold appointments with the Faculty of Education, including those who hold joint appointments with other Faculties;
 - ii. All full-time limited-term appointments whose appointments are for two or more years, or are serving a second or subsequent consecutive one year appointment;
 - iii. All full-time secondments whose appointments are for two or more years, or who are serving a second or subsequent consecutive one year appointment;

- (b) Students:
 - i. Three Teacher Candidates selected by and from the Faculty of Education Students' Council;
 - ii. Four graduate students selected by and from the graduate students in the Faculty of Education, one from each of the graduate programs;

- (c) Representatives of the full-time members of the Faculty of the University holding the rank of Lecturer or higher:
 - 1 from the Faculty of Arts and Humanities
 - 1 from the Faculty of Health Sciences
 - 1 from the Faculty of Information and Media Studies
 - 1 from the Don Wright Faculty of Music
 - 1 from the Faculty of Science
 - 1 from the Faculty of Social Science
 - 1 from each of the Affiliated University Colleges

- (d) Two representatives from the Professional & Managerial Association (PMA) staff of the Faculty of Education selected in alternating years by and from the PMA staff of the Faculty of Education for two-year terms each;

- (e) Two representatives (voting members) from the University of Western Ontario Staff Association (UWOSA) administrative/support staff of the Faculty of Education, selected in alternating years by and from the members of the UWOSA staff of the Faculty of Education for two-year terms each.

C. The following non-voting members:

- (a)
 - i. Any other person holding a full-time appointment in the Faculty of Education not specifically accorded the right to vote under terms set out in Section 2B(a);
 - ii. part-time or limited duties appointments;
 - iii. a visiting or similar appointment or arrangement;

- (b) The Ontario Teachers' Federation Teacher Education Committee Liaison Representative;

- (c) One Associate Teacher or other nominee from each of the affiliated organizations of the Ontario Teachers' Federation recommended by the Ontario Teachers' Federation representative to the Faculty and appointed by the Dean for a term of three years;

- (d) Such other non-voting members as the Senate may determine on the

recommendation of the Council of the Faculty of Education.

3.
 - (a) All members of the above categories are entitled to speak at Any meeting of the Council; all members of categories 2.A. and 2.B. may propose motions, vote on all questions and, unless otherwise specified, serve on Committees of the Council. Members of Faculty on full-time limited- term appointments or full-time secondments are eligible to stand for election to a Committee of the Council only if the period for which they are appointed or seconded coincides with, or includes, the period of committee membership for which they are to be elected.
 - (b) The Faculty Council elects annually a Chair of the Council from among the tenured full-time members of the Faculty of Education to chair all meetings and maintain order according to the Rules of Order adopted by the Senate. The Chair prepares the agenda for Faculty Council meetings in consultation with the Dean.
 - (c) The Faculty Council elects annually a Secretary to the Council from among the regular full-time faculty members of the Faculty of Education. The Secretary records, maintains and circulates to all members minutes of the Council's deliberations and decisions and will act as Chair of the Council in the Chair's absence, having first appointed a member of Council to record the minutes of the meeting in question.
 - (d) The Council meets at least four times each year and at such other times as the Council or Senate may, from time to time, prescribe.
 - (e) A special meeting of the Council is to be called on the written notice to the Chair of 10% of the voting members of Council, and is to be convened within seven (7) days thereafter, to consider the matter or matters set out in the notice.
 - (f) The Council is responsible for advising Senate on all matters under the jurisdiction of Senate which are pertinent to the Faculty of Education or referred to the Council by the Senate, and for determine policy on all such matters if so delegated by the Senate.
4. The Council may establish such Committees as the Council considers necessary. Although the Council may delegate authority to its Committees, the Committees are responsible to Council.
5. The quorum for a Faculty Council meeting consists of a minimum of one-third of the voting members.

6. The By-Laws and Regulations for the conduct of the Council's proceedings are, in general, those adopted by Senate. The Council and all committees within the Faculty follow, in general, the rules and procedures approved by Senate.
7. This constitution may be amended by the Senate on recommendation of two-thirds (2/3) of the voting members of the Council in attendance at a regularly constituted meeting prior to which there has been fourteen (14) days notice of the proposed amendment.