

THE UNIVERSITY OF WATERLOO  
CONSTITUTION FOR THE MATHEMATICS FACULTY COUNCIL  
(Hereinafter called "The Council")

(proposed amendments, April 2002)

CONSTITUTION

1. MEMBERSHIP

The President of the University.

The Vice-President, Academic and Provost.

The Dean of the Faculty.

All Professors, Associate Professors, Assistant Professors and full-time Lecturers in the Faculty.

~~Visiting Professors of all ranks whose term of appointment is not less than one year.~~

~~Part-time Lecturers, Adjunct Professors, and Visiting Professors whose term of appointment is less than one year, who shall be members without the right to make a motion or to vote.~~

~~Two~~ One representatives from each of the other Faculty Councils, who shall be a faculty members.

The Dean of Graduate Studies.

The Registrar, or his/her delegate.

The Program Administrator (Mathematics) of the Department of Co-operative Education & Career Services.

The University Librarian or his/her delegate.

One full-time Mathematics graduate student, chosen by the graduate students of the Faculty, and two full-time Mathematics undergraduate students chosen by the ~~Mathematics Society~~ full-time undergraduate students in the Faculty.

The Chair of the Council shall be elected by the Council for a three-year term.

The Secretary, who shall be appointed by the Dean, need not be chosen from the members of the Council. If not a member of the Council prior to the appointment, the Secretary shall become a (non-voting) member of the Council on appointment.

## II. POWERS AND DUTIES

The powers and duties of the Mathematics Faculty Council shall be:

- (a) To make rules and regulations for governing its proceedings.
- (b) Subject to the approval of the Senate, to determine the courses of study in the Faculty and the conditions of admission into, and continuation within, these courses of study.
- (c) Subject to confirmation by Senate, to appoint the examiners for, and conduct the examinations of, the courses in the Faculty and determine the results of such examinations.
- (d) To recommend to the Senate candidates for the conferring of degrees, diplomas, awards and other honours.
- (e) To appoint such standing and *ad hoc* committees as it shall from time to time determine, and to delegate to such committees any powers and responsibilities which Council itself possesses.
- (f) To consider and report to the Senate upon such matters affecting the Faculty as may seem appropriate to the Council.

## III. ADOPTION AND AMENDMENT

~~This constitution shall come into effect on its acceptance by a meeting of the Council called for this purpose and on its ratification by the Senate.~~ Amendments to the Constitution shall be made by a two-thirds majority vote of ~~the voting~~ members present (in person or by proxy) at a meeting of the Council. Each member present in person may hold up to one proxy of a member who is absent, provided that notice in writing be given by the absent member to the Chair of Council at least twenty-four hours in advance. ~~by a mail ballot;~~ S such amendments shall require approval by the Senate. Notice of motion for any resolution to amend the constitution must be given at least four weeks prior to any vote on the resolution.

## IV. PROCEDURE

In all matters of procedure Council shall, unless it shall otherwise have determined in advance, be guided by *Robert's Rules of Order Newly Revised*.

## V. OTHER MATTERS

In any matter not covered by this Constitution and By-Laws, Council shall determine its own procedure by a simple majority of those present and voting.