COLLEGE OF EDUCATION
COLLEGE RESEARCH, SCHOLARSHIP, AND SPECIAL PROJECTS
COMMITTEE BYLAWS

ARTICLE I

NAME

The name of this committee shall be the College of Education Research, Scholarship, and Special Projects (RSSP) Committee.

ARTICLE II

PURPOSE

Section 1
The purpose of this committee shall be to:

a. promote an intellectual community of scholars;
b. encourage and support professional development activities;
c. encourage and support faculty scholarship;
d. coordinate the distribution of University lottery funding; and

Section 2
The RSSP Committee reports concurrently to the faculty and Dean of the College of Education.

ARTICLE III

COMPOSITION

The RSSP Committee membership shall include one voting faculty member from each of the College of Education’s eight academic departments. One ex-officio member shall represent the College’s Office of the Dean.

Section 1
The voting faculty members shall be elected representatives from their academic department. No more than one faculty member shall be elected from each academic department for service on this committee.

Section 2
The RSSP may appoint special subcommittees to complete various tasks or assignments as needed. These appointments may include students, staff, and part-time faculty.

Section 3
All RSSP Committee members shall be elected from their home academic department for a two-year term. The intent of the term limit is to allow for
a staggering of terms, thus allowing half of the Committee members to have experience on the Committee at any given time.

ARTICLE IV

APPOINTMENT

Section 1 Each department in the College of Education shall forward the names of the elected representatives to the Office of the Dean in May of each year. The departmental balloting will be conducted in accordance with university policies.

Section 2 If a member wishes to resign, the member shall inform the respective Department Chair and Dean. In the event that an unexpired term is vacated, a replacement shall be elected from the affected department to complete the term.

Section 3 Members are eligible for re-election.

ARTICLE V

FREQUENCY OF MEETINGS

Section 1 The RSSP Committee shall meet on a regularly scheduled basis, approximately once per month during the Fall and Spring semesters. The dates and times shall be determined at the beginning of each academic year, taking into account the schedules of RSSP Committee members. All meetings will be placed on the College of Education master calendar.

Section 2 A special called meeting may be held as requested by the RSSP Committee Chair or a majority of RSSP Committee members.

Section 3 A quorum for the RSSP Committee shall be one-half plus one of the elected members.

ARTICLE VI

OFFICERS

Section 1 The officers of the RSSP Committee shall be a Chair to preside at all Committee meetings and represent the Committee to the Dean and the faculty of the College. The voting members of the Committee shall elect the Chair annually at the last meeting of the academic year. The Chair shall be a current elected member of the RSSP Committee.
Section 2  The other officer of the RSSP Committee shall be a Secretary. This position will be appointed at each meeting from among the participating members of the RSSP Committee.

Section 3  The Chair and the Secretary shall be jointly responsible for scheduling a meeting location, distributing meeting minutes and agendas, and other work as needed.

Section 4  In the event of a vacancy in the Chair position, the RSSP Committee shall elect a member to complete the vacant term and shall duly report the changes to the Dean and College faculty.

ARTICLE VII

AMENDMENTS

These bylaws may be amended by a two-thirds vote of the RSSP Committee members. The vote may be taken either at a regular or a called meeting, or through ballot. Proposed amendments must be circulated to RSSP Committee members at least two weeks before voting can be conducted. Amendments may be proposed by a majority of RSSP Committee members, by the Committee Chair, or by an Ad Hoc committee established or that purpose.

AMENDMENT 1

The RSSP Committee shall nominate and approve an ad hoc committee during the August or September meeting of each year to make recommendations for distribution of University lottery funding. These awards must be made in compliance with University guidelines for lottery funding, and no member of the ad hoc committee may be an applicant for the lottery funding.

Approved by Committee March 13, 2002.