

**Bylaws of the Humanities Council of Appalachian State University
(approved October 11, 2013)**

Article I
Name

The name of this body shall be the Humanities Council.

Article II
Purpose

The purpose of the Humanities Council shall be to enhance support for and recognition of Humanities scholarship throughout the University and to encourage interdisciplinary research and communication among scholars from different areas of expertise. Through its varied programming initiatives, the Humanities Council aims to promote understanding of work in the Humanities, its relationship to other fields of inquiry, and the important role it plays at our university and in our world. The Humanities Council is a site where the values of interdisciplinarity and the liberal arts are promoted to the benefit of students, the College, and the University.

Article III
Members

Section 1. Maximum membership. The maximum membership of the Humanities Council shall be 14. Members shall consist of the Director from a Humanities program or department, the Associate Dean of the College of Arts and Sciences, an interdisciplinary group of faculty most of whom represent Humanities programs and departments, and when deemed necessary by the Director, other members of the campus community who bring important expertise to the Council.

Section 2. Membership appointment. The Director shall appoint members to the Council for an initial three-year term with a possibility of renewal for three additional years at the discretion of the Director. The Director may seek input from the Council in the selection process. After serving six consecutive years on the Council, members are ineligible to serve for one year after which they can be reappointed at the discretion of the Director. The Director is appointed by the Dean and Associate Dean of the College of Arts and Sciences for an initial three-year terms after which she or he may be reappointed for another three-year term at the discretion of the Dean and Associate Dean of the College of Arts and Sciences. The Dean and Associate Dean of the College of Arts and Sciences may seek input from the Council in the selection process.

Article IV Duties of the Director

Duties of the Director of the Humanities Council include but are not limited to the following: (1) appoint members to the Council; (2) write the job description and conduct interviews for and hire a graduate assistant; (3) supervise the Council's graduate assistant; (4) call and facilitate regular (typically monthly) meetings of the Council and call and facilitate additional meetings of the Council as needed; (5) construct and post agendas for Council meetings; (6) make available minutes of previous meetings to Council members; (7) assign membership on Council subcommittees; (8) charge subcommittees with tasks as needed; (9) identify and apply for external funding as needed to further the Council's mission; (10) organize annual Symposia and enlist support of Council members as needed; (11) communicate with and make arrangements for external speakers; (12) maintain Council website; (13) advertise Council events; (14) organize annual presentations of faculty research and enlist support of Council members as needed; (15) serve as a representative of the Humanities on the University Research Council; (16) organize annual large faculty reading groups and enlist support of Council members as needed; (17) organize other events to further the Council's mission and enlist the support of Council members as needed; (18) organize fall reception and enlist the support of Council members as needed; (19) report to the Associate Dean of College of Arts and Sciences; (20) meet and communicate with other individuals and groups as needed to further the Council's mission.

Article V Meetings

Section 1. Meetings. The Humanities Council will typically meet monthly during the academic year. Special meetings will be called as deemed necessary by the Director. If, due to unforeseen circumstances, the Director is unable to chair an announced meeting, she or he may (1) ask another Council member to chair the meeting in her or his stead or (2) reschedule the meeting. An agenda and minutes from the previous meeting will be distributed to Council members at least one week prior to the next meeting.

Section 2. Voting. Quorum shall consist of 8 Council members. Voting members of the Council are the Director and all other members with the exception of the Associate Dean of the College of Arts and Sciences who shall serve as an Ex-Officio non-voting member of the Council.

Article VI Standing Committees

Standing committees will be formed as needed by the Director with the approval of the Council.

Article VII Amendments to Bylaws

Proposed changes to these bylaws will proceed according to the most recent edition of *Robert's Rules of Order* and shall require written notice at least one week in advance of the next meeting. Approval of changes to these bylaws shall require a 2/3 majority of the Council.