Bylaws

The Women’s Faculty Council
Medical College of Wisconsin

Article I
Name
The name of this Society shall be Women’s Faculty Council of the Medical College of Wisconsin.

Article II
Object

Section 1. The object of this Society shall be to identify and examine issues pertinent to women faculty members of the Medical College of Wisconsin; and to recommend measures that support and enhance the professional development of women faculty members to the Medical School Associate Dean of Faculty Affairs and to appropriate standing committees of the Faculty Council.

Section 2. The goals of this Society shall be:

1. To increase the sensitivity and awareness among MCW faculty, house-staff, graduate and medical students to women's issues;
2. To promote and contribute to an environment conducive to the continuing academic and overall professional development of both faculty and non-faculty members of the academic community, with a particular focus on women;
   a. Advise and assist the Annual Giving area in the Office of Development with any future decisions regarding possible solicitation efforts with Women's Student Loan Funds.
   b. Assist the Development and Business Office in the decision making process to increase/decrease the amount of each loan being awarded depending on the amount available for the Women's Student Loan Funds.
   c. Receive and review an annual report of the status of the Women's Student Loan Fund, The report will be given to the WFC on July 30th of each year. This report will detail the final assets of the fund at the each year-end and will also report on the recipients of each award.
3. To identify existing and potential areas of inequity between men and women faculty at MCW and to work to correct and prevent those inequities;
4. To advocate for the professional advancement (i.e. salary, rank, tenure, local and national recognition) of women faculty, housestaff, fellows, medical and graduate students and trend such information annually;
5. To provide mentoring, leadership and role models for women faculty, housestaff, fellows, medical and graduate students;
6. To organize and sponsor activities which will improve leadership, business, mentoring, research, administrative skills and overall professional status of women faculty members;
7. To examine institutional issues which are of special concern to women faculty members (i.e. benefits, maternity leave, child care, senior vitality);
8. To work to create an environment at the Medical College of Wisconsin in which women faculty can openly discuss career development issues with department chairs and the Dean;
9. To make recommendations concerning those issues to the Medical School Associate Dean for Faculty Affairs and to appropriate standing committees of the Medical College of Wisconsin Faculty Council.

**Article III**

**Members**

Section 1. The membership of the Women’s Faculty Council shall be open to all MCW faculty.

Section 2. The Women’s Faculty Council voting members shall be limited to twelve Members and the immediate past Chairperson.

Section 3. Nominations shall be solicited from the faculty at large by the Nominating Committee. The Nominating Committee shall compile, copy and distribute a list of nominees to all members. Members shall vote for the appropriate number of replacement positions at the annual meeting.

Section 4. Members shall serve a term of three years. A member who is completing another’s term is considered to have served a full term if s/he has served more than half a term. Members who have completed a full term may not serve again for a period of three years. Exceptions to the term limit may be made at the discretion of the Chair of the Women’s Faculty Council in order to maintain balance of membership and will require a vote and agreement by the majority of the members.

**Article IV**

**Officers**

Section 1. The Officers of the Women’s Faculty Council shall consist of a Chairperson, Chairperson-elect, and a Secretary. These Officers shall perform the duties prescribed by these bylaws and by the authority adopted by the Women’s Faculty Council. All officers shall be members of the Women’s Faculty Council. A member serving as Chair-elect in her/his third year, may have her/his membership extended a fourth year to complete the term of office as Chairperson. In the year following the term as Chairperson, the Chairperson will remain on as Chairperson Emeritus. The Chairperson Emeritus role will be to advise the Women’s Faculty Council and to complete the goals and objectives set out by that Chairperson.

Section 2. At the regular meeting held in April, a Nominating Committee of three members shall be elected by the Women’s Faculty Council. It shall be a duty of this committee to nominate candidates for the offices to be voted upon at the annual meeting. The nominating Committee shall be responsible for tallying all ballots and reporting election results.

Section 3. The officers shall be elected by closed, written ballot to serve for one year or until there successors are elected. Write-in candidates shall be permitted. Mail-in ballots shall be allowed if a member cannot attend the meeting. The officers shall begin their term July 1, of the same calendar year.

Section 4. No member shall hold more than one office at a time, and no member shall be eligible to serve consecutive terms in the same office. An officer who has served more than half a term is considered to have served a full term in that office.

Section 5. The method of filling vacancies shall be identical to that stated in Sections 2 and 3, for the offices of Chair-elect and Secretary. For the office of Chairperson, the Chair-elect shall complete the remainder of the current term.

**Article V**

**Meetings**

Section 1. The regular meetings of the Women’s Faculty Council shall be held on the fourth Monday of each month unless otherwise ordered by the Women’s Faculty Council.
Section 2. The regular meeting on the fourth Monday in May shall be known as the annual meeting and shall be for the purpose of electing officers and replacement members; and, receiving reports of officers and committees.

Section 3. Special meetings may be called by the Chairperson and shall be called upon with the written request of eight members of the Women’s Faculty Council. The purpose of the meeting shall be stated in the call. No business shall be transacted except for that expressly stated in the call. Except in cases of emergency, at least three days’ notice shall be given.

Section 4. Eight members of the Women’s Faculty Council shall constitute a quorum.

Section 5. Attendance by each Women’s Faculty Council member is mandatory for every scheduled meeting. If a member (i) is unable to attend meetings on a regular basis, or (ii) misses two consecutive meetings without reason or (iii) misses three total meetings per year without reason, an inquiry will be held to discuss the future status of that member on the Council.