

BY-LAWS OF PIYA WICONI OKOLAKICIYE (EXHIBIT)

INTRODUCTION

The Piya Wiconi Okolakiciye was developed to meet the need for decision-making in a format consistent with Lakota culture and with standard academic institutional practice. Piya Wiconi Okolakiciye provides a channel to examine issues affecting the college community and to utilize staff, instructors and students to recommend means toward more effective service to the college's constituencies.

A. Purpose of Piya Wiconi Okolakiciye

1. The Piya Wiconi Okolakiciye provides participation in the governance and policy-making processes for all components of the college community: students, staff and faculty. Piya Wiconi Okolakiciye actions occur within the existing administrative and policy making structure of the college.
2. The Piya Wiconi Okolakiciye provides members of the components of the college a means through which they can assist the Board of Trustees and the President with planning.
3. The Piya Wiconi Okolakiciye provides a forum for the open discussion of major issues affecting the college community.

B. Specific Functions of Piya Wiconi Okolakiciye

1. Piya Wiconi Okolakiciye recommends new policies to the President for review and possible introduction to the Board of Trustees.
2. Piya Wiconi Okolakiciye refers issues affecting the college to its standing committees for review and response to Piya Wiconi Okolakiciye.
3. Piya Wiconi Okolakiciye reviews recommendations from its standing committees.

MEMBERSHIP

Membership in Piya Wiconi Okolakiciye is a combination of elected representatives and ex-officio members that represent a cross-section of the faculty, staff, and students of Oglala Lakota College.

A. Composition:

Component	Number of Reps	Methods of Selection
1. Instructional Division	4	Elected
2. Non-Instructional Division	4	Elected
3. Student Governance Committee (11)	4	Rotating Membership
4. Ex-officio	5	Chairs of Standing Committees
TOTAL	17	(12 elected, 5 ex-officio)

The President, Vice-Presidents, and Development Director are ineligible for membership in Piya Wiconi Okolakiciye.

Chairs of Standing Committees may be appointees to Piya Wiconi Okolakiciye which will lower the total number of representatives.

B. Terms of Office:

1. Representatives - as determined by the electing constituency. If a member (non-officer) is going to be absent, they may assign an alternate from the group they represent to attend and to vote in their place.
2. Students - one year. If a student (non-officer) is going to be absent, they may assign an alternate from their college center to attend and vote in their place.
3. Ex-officio - duration of chairpersonship.
4. Replacement of members unable to fulfill terms will be chosen according to election procedures described in A above.
5. Resignation – respectfully give written notification. Members absent for three consecutive meetings with no representation shall be removed from membership by written notice to their respective groups. Can be removed for cause.

(Ex-officio members are non-voting unless they also are elected Piya Wiconi Okolakiciye members.)

C. Election of Staff Representatives:

1. Each constituency will inform the outgoing chair of Piya Wiconi Okolakiciye of the names of representatives for the coming academic year before the first scheduled meeting of Piya Wiconi Okolakiciye for the academic year.

SELECTION AND RESPONSIBILITIES OF OFFICERS

A. Officers – Officers will be elected from instructional division and non-instructional division representatives who have been employed by Oglala Lakota College at least two years prior to election. The rotating membership of the students precludes them from

holding elected office.

B. Chairperson - The Chairperson will be elected by the members of Piya Wiconi Okolakiciye every two years (staggered terms). Election will require simple majority of members present.

1. The Chairperson presides at Piya Wiconi Okolakiciye meetings.
2. The Chairperson is responsible for preparing each agenda and publishing it at least one week prior to scheduled meetings.
3. The outgoing chairperson from the previous year is responsible for calling and conducting the first meeting of each new academic year.

C. Vice Chairperson - Selection will be selected by the same process as the Chairperson. The Vice Chairperson will assume the duties of the Chairperson in his/her absence.

D. Recorder - The Recorder will be selected by the same process as the Chairperson.

1. The recorder is responsible for recording and dissemination of minutes for each meeting within seven (7) days following approval of minutes.
 - a. original in Piya Wiconi Okolakiciye files
 - b. copy will be available on-line.
2. The recorder is responsible for maintaining Piya Wiconi Okolakiciye files.

MEETINGS

A. Piya Wiconi Okolakiciye regular meetings will be held monthly from September through May.

B. Special meetings of Piya Wiconi Okolakiciye may be called by the Chairperson with the consent of the College President to discuss pressing college wide topics. Students who are part of the discussion or are scheduled for that month will be required to attend the special meetings. This also includes summer meetings.

C. Should any pressing business come up during summer months (June, July, and August):

1. The chairperson of Piya Wiconi Okolakiciye may call a special meeting with the consent of the College President. Members of Piya Wiconi Okolakiciye, who plan on being away from the area during the summer months may designate, in advance, an alternative to attend meetings of Piya Wiconi Okolakiciye called during the summer months. The designated alternative may not represent more than one person. Designation of alternatives must be in writing.
2. If a quorum cannot be met, the College President may make a one time administrative decision, which will be reviewed by Piya Wiconi

Okolakiciye during the regular September meeting.

- D. A quorum will be a majority of the elected members (7).
- E. Agenda: Any person from any component may request consideration of his/her concern for review by Piya Wiconi Okolakiciye and referral to appropriate committee.
- F. Voting: Only recognized representatives may vote on any issue. Secret ballots will be utilized at the request of any member.
- G. Robert's Rules of Order will govern proceedings of the Piya Wiconi Okolakiciye and its committees.
- H. Meetings of Piya Wiconi Okolakiciye will be open to any member of the college community who may be recognized at appropriate stages of Piya Wiconi Okolakiciye proceedings.
- I. The President's secretary will keep a copy of the minutes for two years.

STANDING COMMITTEES

Standing Committees are the primary working subdivision of Piya Wiconi Okolakiciye and will transact Business assigned by either Piya Wiconi Okolakiciye or the President of the college. All recommendations from committees will be transmitted to the Chairperson of Piya Wiconi Okolakiciye and to the President.

Membership:

1. Staff and Faculty Members:

All employees of the college are expected to participate in Piya Wiconi Okolakiciye committees. It is the responsibility of each division supervisor to assure appointment of each employee to a committee within the context of college priorities, employee preference and the need for representation from each division.

2. Student Members:

Each student organization will elect one (1) member to the Student Governance Committee Membership. Prior to the September committee meetings, the students will select the committee to which they will be assigned. (No more than 3 students on any one committee.)

The Standing Committees and Their Responsibilities:

1. Instructional Affairs:

- a. Reviews curricula

- b. Establishes standards for instructional staff.
 - c. Reviews and recommends action on instruction-related tasks from any component of the college as referred to it by Piya Wiconi Okolakiciye or the President, or adopted by vote of a majority of committee members.
 - d. Chairperson: selected by simple majority of members present at first meeting of each academic year.
 - e. Proceedings: minutes will be made available on the OLC website.
 - f. A member of the senior administrative staff designated by the President will serve as an ex-officio member of the committee.
- Permanent Sub-Committee: Assessment Committee Reviews and oversees all aspects of institutional assessment and accreditation. Develop policies and procedures relevant to assessment. Membership appointed by administration. Chair: selected by simple majority of members present at the first meeting of each academic year.
- a. Reviews and recommends action on tasks assigned by either Piya Wiconi Okolakiciye, or the President, the VP of Instruction, or adopted by vote of a majority of committee members.

2. Institutional Development Committee:

- a. Reviews and recommends changes in College Strategic Plan.
- b. Assists and monitors accreditation development and maintenance.
- c. Reviews and recommends long-range goals and objectives.
- d. Chairperson: selected by simple majority of members present at first meeting of each academic year.
- e. Proceedings: minutes will be made available on the OLC website as a permanent record.
- f. Reviews and recommends action on tasks assigned by either Piya Wiconi Okolakiciye or the President, or adopted by vote of a majority of committee members.
- g. A member of the senior administrative staff designated by the President will serve as an ex-officio member of the committee.

3. Student Services Committee:

- a. Reviews and recommends Student Services policies and procedures.
 - b. Reviews requests for student activity proposals and costs.
 - c. Acts as Financial Aid committee.
 - d. Acts upon specific assignments by Piya Wiconi Okolakiciye or President, or adopted by vote of a majority of committee members.
 - e. Chairperson: selected by simple majority of members present at first meeting of each academic year.
 - f. Proceedings: minutes will be made available on the OLC website.
 - g. A member of the senior administrative staff designated by the president will serve as an ex-officio member of the committee.
- Permanent Sub-Committee: Institutional Activities Plans annual graduation activities. Plans and monitors social functions for Oglala Lakota College staff. Plans and coordinates institution-wide events. Chair: selected by simple majority

of members present at the first meeting of each academic year.

(ex-officio members are non-voting members.)

AMENDMENTS TO BY-LAWS

Only by 2/3 majority of Piya Wiconi Okolakiciye with concurrence of President. Amendments must be introduced at regular meetings and, with the approval of a majority of the Piya Wiconi Okolakiciye, will be voted upon at the next meeting of Piya Wiconi Okolakiciye.

ACTIONS of Piya Wiconi Okolakiciye

- A. Proposals introduced to Piya Wiconi Okolakiciye by members of the college community may be referred by simple majority to an appropriate committee for deliberation. Piya Wiconi Okolakiciye need not refer all proposals to a committee.
- B. Reports from Committees to Piya Wiconi Okolakiciye
 1. received
 2. referred back to committee with special instructions for amendment.
 3. submitted to the President in proper form one week in advance.
- C. Presidential Response:
 1. return to Piya Wiconi Okolakiciye with objections or request for additional information within two weeks after the presentation.
 2. agree to present Piya Wiconi Okolakiciye voted recommendations to Board of Trustees for adoption.
 3. in cases where Piya Wiconi Okolakiciye receives President's objections and cannot resolve their opinion with that of the President, the President agrees to present the Piya Wiconi Okolakiciye recommendation to the Board of Trustees with his/her objections. (The President must invite Piya Wiconi Okolakiciye to designate a spokesperson to present its position.)
 4. Board of Trustees actions will be returned to Piya Wiconi Okolakiciye within two weeks. It is the responsibility of the chair of Piya Wiconi Okolakiciye to insure that the originating parties are informed of these actions.