

F. College of Health Professions

1. Councils

A. Executive Council

- i. **Charge:** To advise the Dean on matters of academic planning, leadership, instruction, administration, and matters of concern to the faculty; to serve as a forum for policy debate and discussion; to make recommendations to the Dean relevant to financial matters, strategic planning, personnel evaluation, and overall administration; and to make minutes of the meetings available to CHP faculty.
- ii. **Membership:** To be chaired by the Dean and comprised of the Dean, Program Directors, the Chair of the Faculty Council (ex-officio), and others identified by the Dean.

B. Faculty Council

- i. **Charge:** To serve as the chief faculty organization of the College; to assist in carrying out the College mission; to review standing committee reports; to represent faculty interests and concerns to the Dean; to make recommendations to the Dean; and to make minutes of the meetings available to CHP faculty.
- ii. **Membership:** To be comprised of one faculty member elected from each Program of CHP to serve a term not to exceed three (3) years; programs without sufficient faculty to staff all committees may have other CHP faculty or personnel, such as adjunct faculty, represent them. Chairs of CHP standing committees also shall be members of the Council. Each year, the membership of the Council shall elect, by a simple majority, a Chair to serve a one-year term. The Dean or Dean's designee serves as an ex-officio, non-voting, member.

2. Standing Committees

A. Curriculum Committee

- i. **Charge:** To review and recommend new courses, course changes, program changes, and general education courses, as well as new programs and program self-evaluations; to identify common educational objectives of the Programs and to facilitate interdisciplinary education among the various units of the College and University. Formal approval by the Curriculum Committee with the signature of the Chair is required before curriculum proposals can be forwarded to the Dean.
- ii. **Membership:** Usually, to be comprised of five regular faculty members of the College elected to two-year terms on a staggered basis. Programs without sufficient faculty to staff all committees may nominate other personnel, such as adjunct faculty, for slating on the ballot. At the Dean's discretion, additional members may be appointed to assist in the timely review of all curricular proposals.

B. Governance Policies Committee

- i. **Charge:** To review proposed changes to the College Governance Policies; to submit changes to the faculty for amendment and vote; to take faculty recommended changes to the University Counsel for review; to make recommendations to the Dean; with the Dean's approval, to incorporate changes into the current College Governance Policies and distribute.
- ii. **Membership:** To be comprised of three regular faculty members appointed by the Dean to staggered two-year terms. There shall not be more than one member from any one Program.

C. Personnel Committee

- i. **Charge:** To review all recommendations from the Programs for promotion, tenure, contract renewal, sabbatical leaves and the process of faculty evaluation; to make recommendations to the Dean; to carry-out additional duties as prescribed in the Faculty Handbook.
- ii. **Membership:** To be comprised of five elected tenured faculty members serving staggered three-year terms; three faculty members to be from outside the College and two from different Programs within the College. The three members from outside of the College will be elected by the CHP faculty from a slate provided by the Provost from appropriate disciplines, to be determined by the Provost in consultation with the Dean of the College. At least one inclusion advocate must be a part of the composition; when otherwise, the Provost may appoint additional member(s). Elections shall be held at the last College faculty meeting of the academic year. Members of the Committee shall elect their own Chair at the beginning of the academic year. No member shall serve more than 2 consecutive terms (6 years). Annually, the faculty must determine by majority vote whether or not the Dean may attend Personnel Committee meetings.

D. Ad Hoc Committees

- i. **Charge:** To carry out specific, short-range assignments; such committees shall report recommendations and/or findings to the Dean and Faculty Council, and upon request, to interested parties. Additional duties will be determined by the established Ad Hoc Committee or Dean.
- ii. **Membership:** The Dean shall appoint members to the College's Ad Hoc Committees. Tenure of the ad hoc committees will be limited to six months and will be subject to renewal, if the Dean wishes to extend the ad hoc committees' deadlines for completion of their business. The Dean or Dean's designee shall be an ex-officio member of all the College's Ad Hoc Committees.

3. Faculty Meetings

- A. **Charge:** To be a forum for information, discussion of major issues, and when necessary, formal resolutions to the Dean; to vote annually to determine whether or not the Dean may attend Personnel Committee meetings; to meet at least once each semester to receive reports from College committees and from the Dean; to be called into special session by the Dean or Council(s).
- B. **Membership:** The voting membership to be comprised of all tenured and tenure-track faculty; to be chaired by the Dean. Other members with at least half-time appointments are invited to attend, but may not vote.