

# ARTICLES OF FACULTY ORGANIZATION

## COLLEGE OF SCIENCE & HEALTH

### **The College Committee**

Amended November 12, 2015

#### I. PURPOSE

As further detailed in these bylaws, this committee shall act as the curriculum review committee for this college with responsibility for reviewing the college core, with authority to recommend for or against approval of new programs housed in this college, and with responsibility for approving certain types of course proposals. The committee shall also review and make recommendations if departments are to be created or eliminated or if the college itself is to be formally restructured into schools or other divisions. Additionally, this committee shall act in an advisory capacity to the Dean and to university governance on such matters as may be referred to the committee by the Dean or by petition of the faculty.

#### II. FACULTY OF THE COLLEGE

For these bylaws, the faculty of the College of Science & Health shall be all persons with full time appointments who have faculty status for university governance purposes and whose appointments are at least 50% in departments or programs constituting the college.

#### III. THE COLLEGE COMMITTEE

##### A. MEMBERSHIP

The College Committee shall consist of eleven faculty elected at large with no more than two members from the same department. Persons whose appointments are based in the Dean's office or other administrative unit 50% or more of the time are not eligible to serve on the committee. Terms shall be for three years with three or four members elected each year. Committee members cannot serve more than two consecutive terms, regardless of term length.

##### B. ELECTIONS

Nomination petitions will be available in the Dean's office by the first Monday in April and must be returned by the third Monday in April with the signatures of 10 faculty members. Election ballots will be distributed and counted by the Dean with ties broken by lottery. The Dean shall announce the results by the first Monday in May. Prior to the end of the academic year, the sitting College Committee shall

appoint one of the returning members as convener. This individual shall convene the initial meeting of the committee during the first two weeks of the following academic year at which meeting the committee shall elect its chair, vice chair, and secretary. Furthermore, the convener shall invite a representative from the SAH Office of the Dean to attend the initial meeting to present any charges the Office of the Dean would like the committee to consider.

#### C. VACANCIES

In the case of a permanent or temporary (1-2 semester) vacancy, the vacancy shall be filled by the next eligible candidate from the most recent election. In the event that there are no other eligible candidates from the most recent election, the Dean shall appoint a faculty member to serve until the next election occurs.

#### D. ACTIONS

All actions by the SAH College Committee require approval by a majority of the committee membership.

#### E. DUTIES

##### i. MINUTES

Approved minutes of each meeting shall be posted on the College web site.

##### ii. CORE CURRICULUM

It shall be the duty of this committee to review the core curriculum for the baccalaureate degree and to recommend changes to the core as appropriate. In addition, this committee shall review and approve any other proposed changes to the core. All recommendations of the committee with respect to the core curriculum shall be submitted by the Dean to the faculty of the college for ratification. Ratification shall be by mailed written ballot or electronic ballot after a general meeting of the faculty and shall require approval of 60% of the faculty voting.

Approval is required for all departmental and program requests for waivers of the established College core curriculum requirements. Similarly, approval is required for waivers of the College core requirements for individual student appellants. Students whose appeals of the College core requirements are denied may appeal these decisions to the Faculty Senate Committee on Academic Policies and Standards.

##### iii. CURRICULUM REVIEW

Approval is required before any of the following curriculum proposals can be

submitted to the appropriate Faculty Senate committee(s) for further review.

- a. New programs proposed or co-sponsored by departments in the college or the elimination of programs housed within the college. Programs to be reviewed shall include new majors, minors, emphases and concentrations within majors, dual degree programs, certificate programs, graduate programs, and other similar programs.
- b. Proposals to create courses bearing an SAH prefix. Newly proposed courses bearing an SAH prefix must be housed in one SAH department, and be approved by a majority of voting faculty in a written referendum conducted by the Dean to be placed on the agenda of the committee for consideration.
- c. Proposals from this college to create new General Education courses, to add or delete existing courses from the General Education program, or to modify an existing General Education course in a manner that requires approval of the university General Education Committee.

#### iv. ASSESSMENT

Pursuant to Section F, it shall be the duty of this committee to review and act on recommendations by the College of Science and Health Assessment Committee.

#### v. COLLEGE ORGANIZATION

The committee shall review and make recommendation to the Dean on proposals to create, merge, split, or dissolve departments in the college, as well as proposals to reorganize the college into schools, departments, institutes, or other such units.

#### vi. BY LAWS

It shall be the duty of this committee to propose changes in these bylaws to the faculty of the college after the proposed changes have been approved by the committee. Proposed changes to the bylaws shall be submitted by the Dean to the faculty of the college for ratification. Ratification shall be by mailed written ballot or electronic ballot after a general meeting of the faculty and shall require approval of 60% of the faculty voting.

#### vii. OTHER DUTIES

The committee shall also take appropriate action on additional program, committee, and college issues as they may arise. All such additional issues must be submitted to the committee either by written petition from the Dean

or from any individual college faculty member. The petition must be approved by majority vote of the committee in order to be placed on the agenda for consideration.

F. COMMITTEES REPORTING TO THE COLLEGE COMMITTEE

i. Committees reporting to the College Committee may be authorized by College Committee action. Their formation, titles, duties, and mode of determining membership shall be prescribed by the College Committee.

ii. All committees reporting to the College Committee shall be responsible to the College Committee and shall report all of their actions and recommendations directly to the College Committee.

G. CHALLENGES TO COLLEGE COMMITTEE ACTIONS

Upon written petition of 20 faculty, the Dean shall conduct a written referendum by mail on any recommendation or action of the college committee. A referendum shall require a majority of the votes cast for passage, with the exception of changes in the core curriculum which require 60% for passage.