

## 1. Faculty Council

- a) The primary charge of the Faculty Council is to foster communication among faculty committees, as well as between the faculty and administrators, for the purpose of strengthening shared governance.
- b) Functions:
  - (1) Coordinates business among the faculty's major standing committees.
  - (2) Advises and consults with the Dean, President, and other members of the administration, on subjects including the following:
    - (a) The number, nature, and distribution of faculty positions, including proposals for new and replacement tenure-track hires
    - (b) Short- and long-term curricular planning, including the addition, deletion, or substantial modification of academic programs
    - (c) Short- and long-term financial planning
    - (d) Other matters pertaining to the college's mission and shared governance
  - (3) At least once per semester, meets with the President of the College for the exchange of information and ideas. The faculty will be notified at least one week in advance of the time and place of this meeting, so that faculty may submit questions to the Council to raise with the President. The Faculty Council may hold additional meetings at the request of either the President or the Council.
  - (4) Members may serve as observers at Board of Trustees meetings.
  - (5) Maintains, and reviews as necessary, the college's committee structure, including consideration of newly proposed committees, both ad-hoc and standing.
  - (6) Nominates faculty for committee appointments, except for those positions nominated by the faculty as a whole.
  - (7) Consults with the dean on setting agendas for faculty meetings, and on the timing and content of faculty retreats, dean's fora, and other all-faculty assemblies.
  - (8) In cooperation with the Dean of the college, maintains the Faculty Handbook so that it is up to date with changes in official college policy, faculty legislation, and administrative practice.

(9) As needed, conducts faculty reviews of administrative staff.

c) Structure

(1) Chair. The Faculty Council Chair is nominated and elected by the faculty, by secret ballot and majority vote, to a three-year, non-renewable term. The chair must be a tenured member of the faculty.

(a) The Faculty Council Chair presides over Faculty Council meetings, and serves as the Chair of the Faculty in the absence of the President and the Vice President for Academic Affairs and Dean of the College.

(b) The Faculty Council Chair meets with the President's Council as needed.

(c) The Faculty Council Chair meets with the Dean of the College as a member of the Dean's Advisory Council.

(2) Vice-Chair. The Faculty Council Vice-Chair is nominated and elected by the faculty, by secret ballot and majority vote, to a three-year, non-renewable term. The vice-chair must have at least three years of service as a full-time member of the faculty.

(a) The Faculty Council Vice-Chair presides over Faculty Council meetings in the chair's absence.

(b) The Faculty Council Vice-Chair has primary responsibility for overseeing faculty elections, and for assembling a roster of nominations, with the assistance of the Divisional Council.

(c) The Faculty Council Vice-Chair assists the chair in advising the Dean of the College and coordinating the business of the Faculty Council.

(d) The Faculty Council Vice-Chair meets with the Dean of the College as a member of the Dean's Advisory Council.

(3) These committee chairs are also voting members of Faculty Council:

(a) Chair of Curriculum Oversight Committee

(b) Chair of Academic Programs Committee

(c) Chair of Academic Regulations Committee

(d) Chair of Student Success Committee

(e) Faculty Vice-Chair of Reappointment, Tenure, and Promotion Committee

(f) Chair of Admissions Committee

(g) Chair of Compensation Committee

(h) Chair of Diversity Committee

(4) The elected untenured faculty representative is also a voting member of Faculty Council.

d) Consultants

(1) The chairs of Academic Standing, Teaching & Learning, and other committees may attend, or be invited to attend, Faculty Council meetings as consultants for discussions of particular relevance to the work of their committees.

(2) The Dean of the College may be invited to participate as a consultant when matters pertaining to faculty staffing are being discussed, and otherwise when mutually agreeable to the Dean and the Faculty Council. The Faculty Council may also invite other administrators to participate as consultants when discussing matters pertinent to that administrator's responsibilities. (For example, the Dean of Admissions may be invited to consult on matters pertaining to admissions and recruitment, etc.)