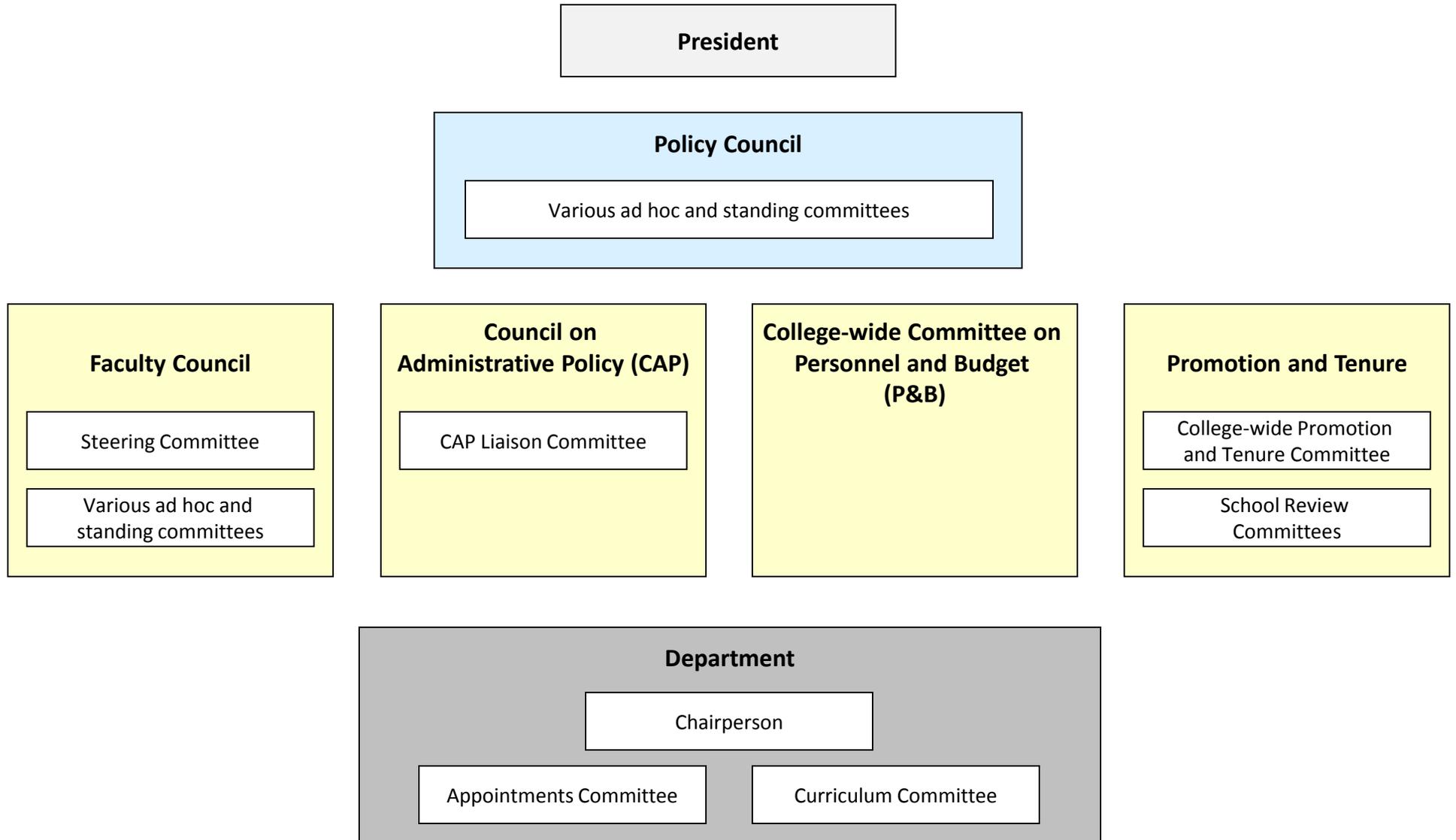


# Governance Bodies



### **Policy Council**

10 Administrators  
10 Faculty (2 ex officio and 8 at-large)  
10 Students (3 ex officio and 7 at-large)

Chaired by the president.

Meets at least 3 times per year.

Makes recommendations to the president in all areas of college operation.

Approves all new governance proposals.

Monitors the functions and jurisdiction of the other administrative and governance bodies.

### **Faculty Council**

36 department chairpersons  
36 department delegates of faculty rank or faculty status  
36 delegates-at-large of faculty rank or faculty status

Up to 5 academic program directors

Administrators may attend with voice, but without a vote.

Chair elected by council.

Meets at least once per month during the academic year.

The legislative body of the Faculty whose duties include, but are not limited to, curriculum approval and oversight, degree and certificate programs, campus planning, admissions, academic integrity, technology utilization, research and student records.

### **Council on Administrative Policy (CAP)**

21 Administrators  
36 Department Chairpersons

Chaired by the president.

Makes recommendations to the president related to the college's educational mission and other issues of importance. This includes general education policy, planning, institutional priorities, personnel and budget.

*CAP Liaison Committee:*

Serves as the chairpersons advisory group to the president consisting of five department chairpersons, one from each of the five schools, elected annually.

### **College-wide Committee on Personnel and Budget (P&B)**

36 Department Chairpersons  
12 Administrators (with voice only)

Chaired by the president.

Meets at least once per month during the academic year.

Reviews and votes on appointments and reappointments without tenure

### **Promotion and Tenure**

See Promotion and Tenure Structure for details and membership.

### **The Department**

*Chairperson:*

Elected for a three year term from among tenured professors, associate professors and assistant professors by all members of the department with faculty rank or faculty status.

The executive officer of the department, shall carry out the department's policies and perform the duties of the chairperson in accordance with the Bylaws §9.3.

*Appointments Committee:*

Chairperson and four members of the department with faculty rank. Elected for a three year term.

Responsible for recommendations of appointments, reappointments, leaves and tenure.

*Curriculum Committee:*

Faculty members and students, who are majors in the department.

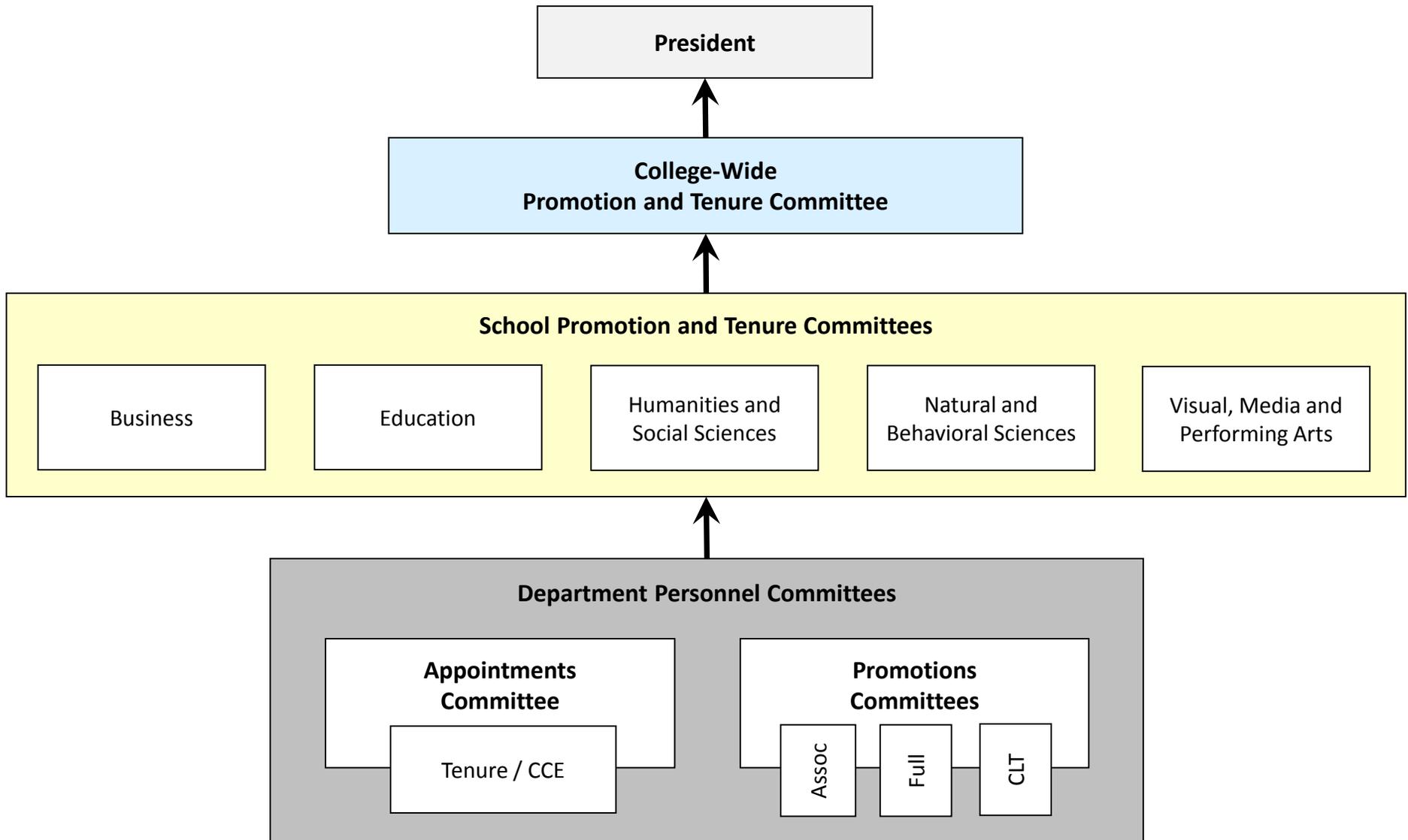
Considers and makes recommendations to Faculty Council concerning curricular proposals for department action.

### **Student Government**

There shall be two student government associations at the college.

These organizations shall have authority in the areas relevant to student extra-curricular activities at the college.

# Promotion & Tenure Review



## Membership of Promotion and Tenure Review Committees

### Departmental Review

#### *Tenure and CCE:*

The department's appointments committee votes on reappointment with tenure for professorial titles and college laboratory technicians (CLT). This committee also votes on reappointment of lecturers with the certificate of continuous employment (CCE).

#### *Promotion to Associate Professor:*

Full professors, associate professors and the department chairperson vote on promotion to associate.

#### *Promotion to Full Professor:*

Full professors and the department chairperson vote on promotion to full professor.

#### *Promotion of CLTs:*

Tenured faculty will vote on promotion of CLTs to the ranks of senior college laboratory technician and chief laboratory technician.

The recommendations on promotion and tenure/CCE are submitted to the appropriate School Promotion and Tenure Review Committee at the next level.

### School Review

There are five promotion and tenure review committees corresponding to the five schools.

Each school committee will consist of one tenured associate or full professor, excluding chairpersons, from each department in that school. If there are fewer than five departments in a school, additional members-at-large will be elected to bring the membership to five.

Each School Promotion and Tenure Review Committee will meet and discuss the candidates with the Dean of the respective school prior to voting. The Dean will not have a vote nor be present for the voting procedure.

Each school review committee will consider all promotion and tenure/CCE within its school. A member of each school review committee will report its recommendation to the college-wide promotion and tenure committee.

### College-wide Review

The college-wide promotion and tenure committee will be composed of all department chairpersons.

The chairperson of the CAP Liaison Committee will serve as chair of this committee.

The college-wide committee considers all candidates for promotion and tenure/CCE and reviews the recommendations of the school review committees. The recommendations of the college-wide committee, along with the recommendations of the school review committees, are forwarded to the president for consideration.

# Promotion & Tenure Review

*Non-Academic College Laboratory Technician (CLT)*

