

Faculty College/School Governance
College of Communication
2/22/10

1. What are the major standing college/school **faculty** governance units?

These might include personnel and tenure and promotion committees but also must include a faculty committee to consider general academic policies, especially college-wide curriculum requirements. How are faculty members selected or elected to serve on these committees?

The College administrative committee considers these matters and consists primarily of the department chairs and associate and assistant deans, all appointed by the dean of the college.

2. Does the college/school have general faculty meetings?

The College of Communication does not hold faculty meetings to discuss curriculum changes.

For college-level general faculty meetings, the document should specify the minimum number of meetings per year or term. It should specify who chairs, what constitutes a quorum, what kinds of actions can be taken, who records the meeting, how the records are kept, what notice is required, and who can call a meeting. With respect to the latter, if the Dean calls the meeting, what notice is required? If the faculty can call a meeting, what is the procedure? The document should describe the requirement for publishing an agenda and for having an item placed on that agenda. It should indicate who has privilege of the floor and who can vote. It should indicate whether proxy votes are allowed or not, and if they are allowed, the situations in which they can be used and the manner of their submission should be described. In general, the document should explain the pathways for faculty to participate in faculty governance deliberations and decisions.

3. What are the procedures for considering general academic policies?

How are faculty members selected or elected to serve on the college/school curriculum committee?

How will any proposed curricular changes be presented to the college/schools general faculty **for notice, discussion, and approval**? While changes might be considered minor or major, the general faculty must review major changes (see below).

How will discussion of faculty views be handled? How will faculty know what other faculty think in order to decide what are the best steps forward? What will happen if the faculty disagree with proposed changes, and how do they voice their views? Minimally, for major legislation, a system of a reasonably small number of protests should trigger a full college/school faculty vote on the legislation.

If the college/school faculty does not approve the proposed change, can the Dean overrule the faculty? If so, the vote of the faculty and the decision of the Dean must both be conveyed to the Office of the General Faculty and the Faculty Council.

Typically the department chairs bring forth proposals from their departments after consultation with their faculty. In each case the changes at the undergraduate level are approved by

department committee and voted on by the department faculty. Minor changes may be approved by a subgroup of the faculty with the approval of the chair, with changes to the graduate curriculum also requiring approval by the graduate studies committee. The proposed changes are brought to the Administrative Committee, which includes the Assistant and Associate Deans for Student Affairs, and voted on ensuring that it meets and works in the overall degree plan criteria already in place.

4. Where are the college/school procedures posted on the college/schools web site? Is this location clearly labeled for access by the faculty?

This procedure is not on the College website as they are proposed at the departmental level.

5. When did the general faculty approve these college/school faculty governance procedures?

There is no data as to when this procedure began, but it has been in effect for at least 15 years.