

Rules of the Faculty of the College of Graduate Centers

1. The Dean of the Graduate School serves as the Academic Dean of the Graduate Centers and Schools, including the Graduate Center for Biomedical Engineering, the Martin School of Public Policy and Administration, and the Patterson School of Diplomacy and International Commerce^[HMA1].
2. The faculty of the Graduate Centers and Schools is composed of the full-time faculty members in all^[HMA2] title series whose primary appointment is in these units. The faculty assembly is composed of the full-time faculty members who have primary and secondary appointments in the Centers.
3. For purposes of faculty representation at University Senate, all full-time faculty members in the Regular, Special, Research, and Clinical Title Series will be considered voting members.
4. For governance within the Centers and Schools, each unit will determine the constitution of its own faculty voting membership^[HMA3].
5. By delegation from the Board of Trustees, the faculty of a College establishes its internal educational policies (GR VII.A.4). The faculty of this College shares^[HMA4] in governance through the **Committee on Instruction, Research, and Service Program Policies**. This Committee is composed of the Directors of Graduate Studies from each of the Centers^[HMA5], unless the majority of the faculty of that Center elects an alternative Committee member. This committee will make recommendations on proposals involving significant changes in program or College structure, curriculum, and research and service in those areas where it affects educational policy. Unless directed otherwise by the College faculty, the committee shall also be the appropriate body of the College faculty to respond to solicitations for College faculty recommendations on potential appointees to (1) committees established to perform the periodic review of the College, (2) a search committee for the Dean of the College and (3) other similar ad hoc committees or task forces. Meetings of this Committee are to be convened by the Dean, or by request for a meeting by any Committee member^[HMA6]. Meetings of this committee and minutes of its meetings will be open to any interested person^[HMA7].
6. The College has two Advisory Committees which the Dean may appoint on ad hoc basis. ~~If she so decides, she~~ **The Dean (or she/he)** may constitute a committee of the whole faculty for advisory purposes.
 - a. **The Advisory Committee on Faculty Personnel Actions.** An advisory committee on faculty appointment, transfer, retention, promotion, and tenure may be constituted by^[HMA8] the Dean on an ad hoc basis, with the disciplinary composition suitable to the Center from which the personnel action is coming. Because of the small size and range of disciplines in the Centers and Schools, the Dean may convene a three-person ad hoc advisory committee on personnel actions from the tenured faculty of the Centers and Schools and from other specialists in the University appropriate to the Center or School^[HMA9]. No more than one of these members may be a Director. For cases of initial appointment, promotion or tenure, the Dean may also opt to transmit her/his decision and the

decision of the Center/School faculty on personnel matters directly to the Provost. The Dean must constitute an advisory committee when a faculty member appeals a personnel action or evaluation.

b. **Charge of the Ad Hoc Advisory Committee on Faculty Personnel**

Actions: Should the Dean constitute such an ad hoc committee, it must present the Dean a recommendation for cases of initial appointment, reappointment, transfer, promotion to and/or tenure of a full time Associate Professor or Professor, or for non-renewal of appointment or terminal reappointment of any full time tenure track faculty with rank of assistant professor or higher. Recommendations may be obtained from such an advisory committee for other[HMA10] cases of initial appointment, transfer, reappointment, terminal reappointment, promotion, or establishment of a Special Title Series position, (1) at the discretion of the Dean, or (2) at the request of either Director or a majority of tenure track faculty members of the affected graduate center[HMA11]. The dean must seek a recommendation at the request of the affected faculty member in the case of appeal of a merit evaluation outcome.

c. **Advisory Committee on Budget and Management.** The Dean shall utilize the Directors of the Graduate Centers and Schools as a college advisory committee in the administration of the college budget and the management of other college academic operations. In this function the Directors shall transmit to the Dean the faculty opinion that the Directors have solicited and received from the faculty of their respective graduate centers[HMA12].

d. For policy issues of great significance and common interest, the Dean may call meetings of all faculty members of the Centers. If any College[HMA13] faculty member considers an issue to be of such significance and wishes to have a meeting of the College faculty to address it, that member[HMA14] should inform the Director of his or her Center to ask for a meeting of the College faculty.

e. The Dean of the Graduate School has been designated by the College faculty to call and administer elections for the University Senate. The Dean bears the responsibility that these elections preserve confidentiality and security of the voting process.

Approved: 10/01/07 _____ (date of College Faculty approval)

Approved: 10/10/07 _____ (date of approval by College Dean)

Suggestions:

Consistency in language and use of terms (e.g., full time)