

# **College of Health and Human Performance College Council Operating Code**

## **Article 1 – Objective and Purpose**

The College Council serves as a forum for the mutual exchange of ideas between college administrators and faculty and staff. The College Council shall be the policy-making entity in the college. In addition, the dean and administrative committee shall regularly consult the College Council on matters of concern to the college.

## **Article 2 – Membership**

The College Council is composed of a dean, associate/assistant deans, department chairs, and one representative elected from each of the following: 1) the Faculty Advisory Council, 2) the Staff Advisory Council, 3) the Council of Principal-Investigators, and 4) the College Graduate Faculty.

## **Article 3 – Terms of Service**

Members shall serve for the duration that they serve in the appointed/elected position for the position or council they represent.

## **Article 4 – Responsibilities**

The College Council shall approve all operating codes (and revisions to those codes) contingent to and required by the College Constitution. The College Council will develop and make policy recommendations on all matters of concern, including but not limited to:

1. The educational, research, and service missions of the college,
2. Shared governance,
3. Faculty awards,
4. Faculty welfare, the working environment, and matters of quality of life,
5. Facilities and resource allocation,
6. The college strategic plan.

All items brought to the College Council will be considered in at least two meetings in accordance with the following procedure: one time for review and discussion as an agenda

item and, in a subsequent meeting, presentation for vote. A simple majority of those voting will be required for approval.

#### **Article 5 – Officer and Duties**

The Chair of the College Council is the Dean of the College. The Associate Dean for Faculty Affairs oversees the shared governance functions of the College, including College Council.

#### **Article 6 – Meetings**

The College Council will meet at least once a semester during the academic year. Any member can call a meeting when necessary during the academic year or summer to discuss items of concern or interest to the Council. Meeting schedule and agenda shall be posted by the Associate Dean for Faculty Affairs or designee on the college website. Meeting minutes will be posted and maintained on file by the Executive Secretary to the Dean.

#### **Article 7 – Amendments**

Amendments to this Operating Code may be proposed by any member of the College Council. These amendments will be presented along with an appropriate rationale to the College Council for review to ensure consistency with this operating code and the College Constitution. The proposed amendment will be presented in accordance with the Council procedure: one time for review and discussion as an agenda item and, in a subsequent meeting, presentation for vote. A simple majority of those voting will be required for approval.

Presented to College Council: November 24, 2009

Approved by College Council: January 26, 2010

Presented to College Council: February 25, 2014

Approved by College Council: March 25, 2014