



## Governance Structure for the College of Education and Human Sciences

### Our understanding of Shared Governance:

As we developed this document, we were driven by a definition of shared governance that “attempts to balance maximum participation in decision making with clear accountability” (Olson, 2009, para 17). Consequently, we view faculty, staff, and student participation in key decisions as essential, with responsibility for key decisions ultimately resting with college and university administrators. We also view this as a living and breathing document, which may be modified as needed in the future.



The shared governance structure will consist of representation from faculty, staff, students, and administration. All areas of the college will be represented; this demonstrates an inclusive, shared governance. Faculty, staff and students have a voice in college decisions and thus, faculty, staff, and students will have their own, mutually exclusive committee that will meet on a monthly basis. Each will work closely with administration to develop and implement policies, procedures, and long-range plans. Each branch of governance will work to create and maintain communication channels with their constituents. Plans for governance include the Dean’s Cabinet, Faculty Advisory Committee, Staff Advisory Committee, and Student Advisory Committee. These groups will come together once a month during the academic year to form the **Dean’s Committee**.

### **Dean's Cabinet (Leadership Team)**

A Dean's Cabinet, also known as the Leadership Team, consisting of the dean, associate deans, director of marketing and communication, director of the business office, and department/school heads will meet weekly to provide weekly updates.

### **Faculty Advisory Committee**

The Faculty Advisory Committee is designed to be a place where faculty can provide input on college policy, procedures, special projects, and long-range plans. The outcome of these meetings will generally be recommendations made to the Dean's Committee. Faculty Advisory Council will consist of tenure-track and non-tenure track faculty. Faculty in each academic unit of the college will elect one representative (this must be a tenure-track or a renewable non-tenure track faculty member).

Additionally, one at-large non-renewable non-tenure track faculty member (e.g. lecturer, visiting, part-time) will also be elected from a group of nominees to serve on the committee. Representatives will meet monthly during the fall and spring semesters; the Dean may attend if called on by the committee. The Faculty Advisory Committee will elect a chair who will attend the Dean's Committee meeting.

\*Note: To determine this at-large representative, each academic unit may nominate one non-renewable non-tenure track faculty member to serve. Faculty (at least .75 FTE) will then vote on one person from this list of nominees to serve as the at-large member.

### **Staff Advisory Committee**

The Staff Advisory Committee serves as a space where staff can provide input on college policy, processes, and long-range planning. Additionally, this committee will work together to determine the professional development needs of staff and devise opportunities for staff development and growth. The outcome of these meetings will generally be recommendations made to the Dean's Committee. The Staff Advisory Committee will consist of seven at-large members elected from nominees from all staff, including those serving in academic programs and student services, departments/schools, research and graduate studies, business and operations, marketing and communications, or other areas. Staff advisory committee representatives will meet monthly during the fall and spring semesters; the Dean may attend if called on by the committee. Student employees are not eligible for representation on Staff Advisory Committee. The Staff Advisory Committee will elect a chair who will attend the Dean's Committee meeting once per month. Note: Staff who are employed at an FTE of .75 or greater are eligible to vote for at-large members.

### **Student Advisory Committee**

The Student Advisory Committee will include two separate groups, the Undergraduate Student Advisory Committee (most commonly known as Student Council) and the Graduate Student Advisory Committee. Both the undergraduate and graduate committees will have a representative who attends the Dean's Committee meeting once per month during the academic year. The composition of these committees is under development and will be developed with student, faculty, and advisor input.

### **Standing Committees**

Standing committees will be formed to help facilitate college functions. The chair of these committees will provide updates to the Dean's Committee in the form of an email at least once per month. The membership of some of these committees is still being decided.

- The Curriculum Committee's charge is to review and make recommendations on undergraduate and graduate course/program actions for the college.

- The Faculty Research and Development Committee provides a platform for faculty discourse on matters pertaining to faculty development and research in the college. This includes promoting a research culture and cultivating a mentoring culture within the college.
- The Student Affairs Committee addresses matters pertaining to the benefit of undergraduate and graduate students in the college. This includes areas such as scholarships and student recognition.

#### **Ad Hoc and Other Committees**

Ad Hoc Committees may be developed to assist in college policy development, growth, and function. The Dean will convene these committees and the chair will report to the Dean's Cabinet on a regular basis.

In addition to the standing and ad hoc committees, other committees (e.g. Diversity Committee; The Global and Community Engagement Committee; The Reappointment, Promotion, and Tenure Committee; and the Technology Committee, etc.) may also contribute to college decision making.