

Padnos College of Engineering & Computing Governance

1. Executive Committee -

- a. Charge: To coordinate all matters of academic administration and provide leadership and planning in the college; to develop recommendations on policy to be presented to the faculty; to act as a nominating committee for the various committee and governance positions.
- b. Membership: Directors of the two Schools, chairs of the academic programs, student services coordinator; chaired by the Dean of the college.

2. Curriculum Committee -

- a. Charge: To review and recommend new courses, course changes, program changes, and general education courses, as well as proposed new programs and program self-evaluations.
- b. Membership: Five members elected by the faculty (2 from EGR, 2 from CIS, 1 membership alternating between EGR and CIS) serving 3 year terms, the Dean (or designee) as ex officio; chaired by a member elected by the committee.

3. Personnel Committee –

- a. Charge: To review and recommend to the Dean on all recommendations from the Schools for promotion, tenure, contract renewal, and the process of faculty evaluations (These recommendations are initiated by the academic program committees and subsequently reviewed by the school faculty); to recommend to the Dean on unit-approved requests for sabbatical leaves; to raise any necessary issues of personnel policy with university governance.
- b. Membership: Six tenured faculty members elected by the faculty (2 from EGR, 2 from CIS, and one alternate from each school) serving 3 year terms; the Dean serves as ex officio. The membership from EGR shall be one member / alternate from each program faculty. The membership from CIS shall be one member from each program faculty and an alternate from the CIS faculty as a whole. The chair to be elected by the faculty at large.
 - i. The voting members for any personnel action are the two members from the school of the faculty member being considered, and the two members plus the alternate member from the alternate school.
 - ii. At least one woman and one minority person must be a part of the composition of the Personnel Committee. All regular faculty members will be eligible to vote for members to the Personnel Committee.

4. Student Affairs and Advising Committee –

- a. Charge: To coordinate activities relating to student advising, support of student organizations, outreach, and to act as a forum for student concerns.
- b. Membership: Directors of the two schools, two faculty from each school serving 2 year terms, Student Services Coordinator. Chaired by a member elected by the committee (*?).

5. **Professional Development Committee** –

- a. **Charge**: To coordinate activities relating to faculty orientation, training for effective teaching, scholarly activity assistance, research colloquia, and to foster a community of faculty.
- b. **Membership**: Four members elected by the faculty (2 from EGR, 2 from CIS) serving two year terms, the Dean (or designee) as **ex officio**; chaired by a member elected by the committee.

6. **Academic Assessment Committee** -

- a. **Charge**: To coordinate and facilitate assessment activities within the college.
- b. **Membership**: Two members elected by the faculty (1 from EGR, 1 from CIS) serving two year terms, two appointed Assessment Coordinators, one from EGR and one from CIS, the Dean (or designee) as **ex officio**; chaired by a member elected by the committee.

7. **Facilities and Computing Committee** -

- a. **Charge**: To be a forum for discussion and recommendations regarding issues related to effective facilities and computing support of academic programs and faculty efforts. To provide input for School and College capital expenditure plans and make recommendations for effective use of resources.
- b. **Membership**: Two members elected by the faculty (1 from EGR, 1 from CIS) serving two year terms, the two School Directors, Keller Lab Supervisor, Kennedy Hall of Engineering Lab Supervisor, Network Systems Supervisor; chaired by a member elected by the committee.

8. **Faculty Meetings** -

- a. **Charge**: To be a forum for information, discussion of major issues, and when necessary, formal resolutions to the Dean; to be called at least once each semester to receive reports from the committees and from the Dean; to be called into special session by the Dean or executive committee.
- b. **Membership**: All faculty on at least one-half time annual appointment in the college, including visiting and one-year appointments, are invited to attend faculty meetings; to be chaired by the Dean.

Faculty Defined: For the purposes of voting and membership on college governance committees, faculty membership is defined as all faculty on regular and contract appointment in the college. It does not include visiting or adjunct appointments.