

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: Head of each academic unit, chair of each academic program, Director of Student Advising Center; 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 at large) 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 concerning each personnel action according to the faculty handbook: promotion, tenure, contract renewal, and sabbaticals as well as the process of faculty evaluations (these recommendations are initiated by within each academic unit according to the faculty handbook); to raise any necessary issues of personnel policy with university governance.
- b. Membership: The Personnel Committee shall be composed of six (6) tenured faculty members elected by the regular faculty, two (2) from the School of Engineering, two (2) from the School of Computing and Information Systems, and two at large. There can be a maximum of three members from one academic unit. The voting members for any personnel action are as follows:
 - i. Candidate is from the School of Engineering: The two members from the School of Engineering, the two members from the School of Computing and Information Systems, and all at large members not from the School of Engineering.
 - ii. Candidate is from the School of Computing and Information Systems: The two members from the School of Engineering, the two members from the School of Computing and Information Systems, and all at large members not from the School of Computing and Information Systems.
 - iii. Candidate is from the Occupational Safety and Health Department. All committee members.

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: Unit Heads, Director of Student Advising Center, 1 CIS, 1 EGR, 2 at large, serving 2 year terms. 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 and 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: Assessment Appointees, one from each academic unit, and members elected by the faculty (1 from EGR, 1 from CIS, 1 at large) serving two year terms, 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, academic unit heads (or their designee), Keller Lab Supervisor, Kennedy Hall of Engineering Lab Supervisor, Network Systems Supervisor, Laboratory Systems Administrator; 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.

9. Faculty Defined –

Faculty Defined: For the purposes of voting and membership on college governance committees (except as stated in item 3b above), faculty membership is defined as all faculty on regular and contract appointments in the college, including affiliate faculty. It does not include visiting or adjunct appointments, other than affiliate faculty.

10. Early Promotion –

10.1 Early Promotion to Associate Professor –

Early promotion to Associate Professor requires exceeding expectations in teaching scholarship/creative activity and service as described in the personnel policy document of the unit as follows:

- Consistently effective teaching as described in the personnel policy document of the

- unit including curriculum development validated by peer review
- A consistent, effective and on-going scholarship/creative activity program as described in the personnel policy document of the unit that has been validated by peer-reviewed activities that have consistently received significant national / international recognition
- Consistent, effective service activities as described in the personnel policy document of the unit validated by peer review

See section 2.8.4 of the administrative manual for more information.

10.2 Early Promotion to Full Professor –

Early promotion to Full Professor requires exceeding expectations in teaching, scholarship/creative activity and service as described in the personal policy document of the unit as follows:

- Consistently excellent teaching as described in the personnel policy document of the unit that includes impactful curriculum development activities
- A consistent, effective and on-going scholarship/creative activity program as described in the personnel policy document of the unit that has been validated by peer-reviewed activities that have consistently received significant national / international recognition beyond publication in journals and presentations at conferences
- Consistent, effective and impactful service activities as described in the personnel policy document of the unit that have received validation by peer-review

See section 2.8.4 of the administrative manual for more information.

11. Promotion to Full Professor for Faculty Members on Administrative Assignment Outside of the Unit -

An associate professor may have an administrative assignment exceeding 50% of the total assignment outside of the unit. In this case, the promotion criteria in the personnel policy document of the unit will still apply but will be interpreted as encompassing activities related to the administrative position as well as unit related activities according to the assignment percentages documented in the IWP. (See section 2.11.2 of the administrative manual for more information.)