COLLEGE OF NURSING
UNIVERSITY OF UTAH

COLLEGE COUNCIL CHARTER
&
STANDING COMMITTEE STRUCTURE

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ARTICLE I. NAME

The name of this Council shall be the University of Utah College of Nursing Council (hereafter referred to as College Council) and is established as a part of University shared governance in accord with University Policies 6-003—College Councils, and University Curriculum Policy Review Board Rev. 6; 6-001—Academic Units and Academic Governance - Roles of Faculties, Committees, Councils, and Academic Senate; and 6-500—Curriculum Management and Administration. Revision 0.

ARTICLE II. PURPOSE

The purposes of the College Council shall be to:

a. Provide a regular and systematic means for faculty to engage and participate in the work of the College.

b. Actively and effectively share in the governance and policy making of the College.

c. Provide a means for communication.

d. Respond to staff and student issues and interests.

The College Council shall be consistent with all University of Utah policies as contained in the Regulations Library (regulations.utah.edu). The College Council shall formulate policies and exercise primary authority to make decisions relating to College affairs to the extent authorized by Policy 6-001-III-C-1 (a & b) Academic Units and Academic Governance – Roles of Faculties, Committees, Councils, and Academic Senate and Policy 6-003 College Councils, and University Curriculum Policy Review Board Rev. 6.

All actions taken by the College Council shall be reviewable by the Executive Committee of the Academic Senate in accordance with criteria approved by the Senate, and shall be subject to the power of the Academic Senate to establish uniform policies and take final action on all matters of university concern as outlined in Policies 6-003 and 6-001-III-C-1 (a & b).

The principle of "shared governance" is identified in the Academic Policies of the University of Utah Regulations Library (see Appendix A). According to the National Education Association, "Shared governance is critical to the culture and vitality of higher education." Further information on governance issues and materials can be found in Appendix A of this Charter document.

The National Educational Association states:

"Faculty members in higher education should have primary responsibility to:

a. Determine the curriculum, subject matter, methods of instruction, and other academic standards and processes.

b. Establish the requirements for earning degrees and certificates and authorize the administration and governing board to grant same.

c. Exercise, where the faculty deems it appropriate, primary responsibility for determining the status of colleagues, especially appointment, reappointment, and tenure.

d. Establish procedures for awarding promotions, sabbaticals, research support, and other rewards or perquisites."[1]

The functions of the College Council shall be to:

a. Act upon policies and recommendations on matters referred by the College Council Executive Committee, and Standing Committees of the College, and work with Administrative Committees of the College in the spirit of shared governance.

b. Approve the College mission, vision, and values and all relevant curriculum matters that relate to standing committees. Provide for discussions and take appropriate actions (within the scope of authority) on any matter of concern to the membership of the College Council.

c. Manage the elections of representatives from the College of Nursing faculty to the University of Utah Academic Senate. The numbers of Tenure-line and Career-line positions, and the eligibility criteria for Senate members, and the eligible faculty member voters for each position are set directly by the University's Academic Senate and Senate Committees: Structure, Functions, Procedures Policy 6-002. In addition to those eligibility criteria, it is a recommendation of the Council, but not a requirement, that candidates for election hold the rank of Assistant Professor or above and have been voting members of the College Council for at least 2 academic years.

d. Elect at-large members of the College Council Executive Committee (for details see Article III, and Article IV).

e. Direct the College Council Executive Committee to appoint special committees, task forces or workgroups to study problems of concern to the College and define the tasks of these committees.

f. Serve as a forum at which information of general interest pertaining to the University of Utah College of Nursing is disseminated.

g. Maintain continuous liaison with the Dean and Academic Leadership Team (ALT) so as to communicate on matters that are deemed important to the overall operation of the College.

h. Follow the rules outlined in Robert's Rules of Order Newly Revised (hereafter referred to as Robert's Rules of Order, robertsrules.com) for parliamentary procedure not specifically stated within this document, or within the University Regulations Library (regulations.utah.edu). See Policy 1-002---Parliamentary Rules.

ARTICLE III. MEMBERSHIP OF THE COLLEGE COUNCIL

I. Membership and Voting:

A. Faculty members: In accord with University Policy 6-003 the College has chosen to have a plenary (rather than representative) structure for the faculty membership, such that the voting faculty members of the College Council shall be all Tenure-line, and all full time Career-line (0.75 or greater) faculty (all 0.74 or less FTE Career-line faculty are non-voting). As defined in Policy 6-300 University Faculty – Categories and Ranks, *Tenure-line* includes Tenured and Tenure-track faculty, and *Career-line* includes Lecturer, Clinical and Research faculty. All College of Nursing Tenure-line and Career-line faculty are expected to participate in the College Council by attending the College Council meetings.

B. Student members: (1) undergraduate student and (1) graduate student in Nursing or Gerontology shall be elected, during the last meeting of the academic year, by the College of Nursing Student Council (CSC), for a 1-year term as non-voting members of the Council and of the Council Executive Committee.

C. Administration: The Dean shall serve on the College Council as an ex-officio (voting) member.

D. Staff: (2) Staff who are the Chair (or Co-Chair) of the Staff Representative Council – Staff (SRC-Staff) serve as a voting member during the term of service in the SRC-Staff Chair and Co-Chair position. (See Article VII regarding Staff Leadership Team (SLT) and SRC-Staff). All College of Nursing staff members are encouraged to participate in the College Council by attending the College Council meetings (non-voting).

E. The College Council meetings are organized and led by the College Council Chair, and Chair-Elect (see election process and duties below), and the Staff Support person of the College Council

Executive Committee.

F. Robert's Rules of Order shall be the authority for parliamentary procedure for membership and voting for the College Council.

Multi-step Voting Process for College Council University Policy 6-300 provides:

"While faculty members in the Career-line category shall have appropriate roles in shared governance … it is a fundamental principle of the University's commitment to shared governance that Tenure-line faculty members shall have the primary roles in shared governance activities, including setting of academic policies within departments and colleges through majority voting roles on college councils (Policy 6-003) and department and college academic committees, and University-wide through majority voting roles on the Academic Senate and Senate committees (Policy 6-002), the Graduate and Undergraduate Councils (Policy 6-001), and other appropriate University academic committees."

In accord with that Policy and principles, the College Council uses a multi-step voting process, which includes a requirement that all College Council decisions needing a vote from the plenary body will need the majority of Tenure-line faculty to pass any vote and to approve the motion or proposal at the College Council meetings.

This multi-step process accounts for (i) the circumstance that the College has far more Career-line than Tenure-line faculty members (currently an approximate 2-to-1 ratio), and (ii) that the College benefits greatly from involvement of Career-line faculty in shared-governance along with Tenure-line. The process is intended to facilitate opportunities for an open exchange of concerns or issues from all faculty in a College Council setting prior to any final vote, and assure a deliberative and collegial process for all faculty in College Council matters that require a formal vote.

Multi-step Voting Process:

a. The Council Chair calls (viva voce or ballot) for an initial non-binding poll to determine the extent of support for a question/motion/proposal from all eligible faculty.

b. The Chair can then determine by voice or by ballot the extent of support for the question/motion/proposal from both Tenure-line and Career-line faculty.

c. If the results of the poll are determined to be a majority of all faculty (Tenure-line and Career-line) in the affirmative, a final vote of all faculty (putting the question) is called for following Robert's Rules of Order.

d. If the Chair determines that the polling indicates that there is no consensus among the faculty across Tenure-line and Career-line faculty (e.g., majority of Tenure-line voting contrary to the Career-line faculty) then a dialogue and discussion of the issues in the College Council meeting will commence.

e. The Chair (in consultation with the College Council Executive Committee members) will then decide on time limits and format to allow appropriate dialogue discussion.

f. When discussion and debate has apparently ceased, the Chair calls for a formal vote from all faculty following Robert's Rules of Order.

g. All questions/motions/proposals must pass with the majority of Tenure-line faculty in support (in the affirmative per University Policy 6-300-III-B).

II. Leadership of the College Council (and Executive Committee):

The Council's officers consist of the College Council Chair, and the Chair-Elect. They are voting-eligible faculty members of the Council elected to serve terms simultaneously as leadership of the Council, and as members and leadership of the Council's Executive Committee, elected to these dual roles by the other members of that Committee (with eligibility, terms of service, and election process as described in Article IV below).

A. Council Chair.

1. The Council Chair will convene and preside at all College Council meetings, with full rights as a voting member (and serves as voting member and Chair of the Executive Committee).
2. The Council Chair is a leadership position representing all the faculty in the College of Nursing at the College Council meetings and may serve as a representative of the College Council on selected administrative committees in the College.
3. Serve as a liaison (and represent the College Council) as an ex-officio member with voting privileges, on both the Academic Leadership Team (ALT), and Academic Program Team (APT). In the spirit of shared governance, the Council Chair is assigned as liaison (at-large) to ALT, to facilitate communication and representation for the faculty of the College. The Council Chair shall be an ex-officio (voting) member of ALT.
4. The Council Chair does not serve as a faculty advocate or as ombudsman for any individual faculty member or small group in the College of Nursing (e.g. negotiating for workload and FTE distribution, and/or reappointment, retention, promotion, and tenure matters).

B. Council Chair-Elect.

1. A faculty member of the Council with full voting rights, who in the absence of the Council Chair, convenes and presides at all College Council meetings. Is a voting member of the Council Executive Committee, and in the absence of the chair presides over Executive Committee meetings. In the absence of the Chair attends ALT meetings, and APT (as voting member) (as needed).
2. Serve as a non-voting ex-officio member of committees if designated by the Council Chair.

C. Staff Support (administrative staff designated by the Dean to support the Council, and the Council Executive Committee).

1. Receive, compile, and distribute the College Council meeting agenda.
2. Take minutes of all measures formally enacted at the College Council meetings and distribute these minutes to all respective members.
3. File the original minutes in the designated public electronic archives.
4. Receive, compile and archive the annual reports of the College standing committees approximately 2-weeks after the June meeting of the College Council.
5. Notify faculty of vacancies in the College standing committees prior to the annual elections and compile the College standing committee roster for distribution on an annual basis through an email notification to faculty and staff and at the January meeting of the College Council.
6. Receive written recommendations from committees, which require action for placement on the College Council agenda.
7. Assume such other duties as may be assigned by the Council Chair.

III. Meetings of the College Council:

A. The College Council shall have regular meetings and may have special meetings.

B. The Council shall meet at least (7) times during each academic year -- (3) times during fall semester, (3) times during spring semester, and (1) time during summer semester.

C. The Council Chair may call a *special meeting* of the College Council upon the request of the Executive Committee or upon the request of a majority of the voting faculty members (Tenure-line and Career-line) of the College Council.

IV. Quorum:

A. Two-thirds of the voting faculty membership (all Tenure-line, and full time Career-line [0.75 or greater]) excluding Career-line faculty with full time (0.75 FTE or greater) practice appointments (because their responsibilities frequently preclude attendance), shall constitute a quorum, which is necessary for voting to take place in a meeting of the College Council. Proviso: See Article III, multi-step voting process, regarding the role of Tenure-line faculty voting requirement.

V. Special Meeting of College Faculty:

A. If needed, a simple majority of the College Council, or the Council Chair, may call a special College-wide faculty meeting. Notice regarding such a special meeting must be provided to each Tenure-line and Career-line faculty member at least 5-working days prior to the date of the meeting.

ARTICLE IV. EXECUTIVE COMMITTEE OF THE COLLEGE COUNCIL

I. Functions of the Executive Committee of the College Council

(hereafter referred to as Council Executive Committee/ or Executive Committee):

A. Review agenda items for College Council meetings.

B. Address concerns of the Tenure-line and Career-line faculty.

C. Discuss and present issues to the faculty from the ALT and APT Committees.

D. Address relevant faculty concerns and issues with the Division Chairs.

E. Advise the Dean.

F. Designate subcommittees of the Executive Committee as needed to address short-term emerging issues and make recommendations for action to the Executive Committee.

II. Membership and Voting:

The Executive Committee has (7) voting members (five faculty and two staff).

A. Faculty:

1. There are (5) faculty members consisting of (2) Tenure-line and (3) Career-line faculty, elected as described below.
2. The terms of office are 3-years, staggered to ensure continuity. There is no limit on serving multiple consecutive terms.
3. Faculty members holding administrative appointments on the Academic Leadership Team (ALT) are not eligible to serve as faculty representatives on the Executive Committee during their terms of administrative service (although they remain eligible as voting members of the Council). If a faculty member is newly appointed to such an administrative position during a term of service on the Executive Committee, they shall be replaced by another eligible faculty member, by special election, for the duration of that term.

B. Students: The two students elected to serve as non-voting members of the College Council also serve as non-voting members of the Executive Committee during their one-year terms. (See election process above).

C. Council Chair and Council Chair-Elect: After the election of the Executive Committee members, the (5) voting faculty members of the Executive Committee will elect from their membership a Council Chair and Council Chair-Elect, who also serve as leadership of the Executive Committee. The Chair and Chair-Elect of the College Representative Council – Staff do not vote in this leadership election.

D. Staff Support: The Staff Support person for the College Council will support the Executive Committee by taking and transcribing minutes from the Executive Committee meetings.

1. Staff Representatives: Staff who are the Chair and Co-Chair of the Staff Representative Council - Staff (SRC-Staff) shall serve on the College Council and on the Executive Committee as voting members during their term as the Chair and Co-Chair of the SRC-Staff, which is a staff representative body—see Article VII.

Administration: The Dean shall serve on the Executive Committee as an ex-officio (non-voting) member.

III. Elections of Faculty to the Executive Committee:

A. Executive Committee faculty members are nominated and elected during the spring semester preceding the appropriate term.

B. Each term begins July 1, consistent with the University's and College's academic year of July 1 to June 30.

C. There are (5) faculty representatives. (2) are Tenure-line (elected by the Tenure-line members of the Council) and (3) are full time Career-line (elected by the Career-line members of the Council).

D. The call for nominations will be initiated at the January College Council meeting. The facultywill forward the name of nominees to the Council Chair.

E. The Dean's office, working with the Council's Staff Support person, will conduct two online elections (one Tenure-line and one Career-line) allowing sufficient time for all eligible faculty members to vote. The Dean's office and the Staff Support person will oversee the execution of the two elections and counting of ballots.

F. The results of the election will be announced through email in March and at the next College Council meeting following the election results.

IV. Leadership of the Executive Committee (and Council):

A. The officers of the Executive Committee are the Council Chair and Council Chair-Elect, who simultaneously serve as the officers of the Council and voting members and officers of the Executive Committee (elected as described above). Each year, one officer will be elected to a two-year term, serving the first year as Council Chair-Elect and the second year as Council Chair. The terms begin July 1. Any vacancy shall be filled by special election to fill the remainder of the original term.

B. The Council Chair-Elect shall serve in the absence of the Council Chair for all responsibilities of the Chair.

V. Meetings of the Council Executive Committee:

A. The Executive Committee shall have regular meetings and may have special meetings.

B. The Executive Committee shall meet at least twice an academic term (or 6-times per year). Additional meetings shall be called as deemed necessary during the academic year. In the event that a member cannot be present, they may designate an alternate qualified member from their constituent group (faculty/ student/ staff) to represent them for that meeting, with the same privileges as the absent member would have had during the session they attend.

C. Regular Meetings: These meetings will be considered open to all interested faculty and staff. Notice regarding regularly scheduled meetings will be provided to the College Tenure-line and Career-line faculty (0.75 or greater) and staff through email notification and electronic calendar prior to the start of the academic year (fall semester). Non-members of the Executive Committee may address the Executive Committee when invited to speak by an elected Executive Committee member and recognized by the Council Chair.

D. Robert's Rules of Order shall be the authority for parliamentary procedure for all of the Executive Committee meetings.

E. The Staff Support person shall take minutes of all Executive Committee meetings, distribute such minutes to all Executive Committee members, and keep records. The Council Chair will notify all College faculty and staff of meetings, and of the minutes from those meetings, as well as notify appropriate standing committees and individuals of actions taken by the Executive Committee, and distribute the agenda for each Executive Committee meeting.

F. Agenda items may be submitted by any eligible College Council member or Chair of a standing committee or special committee. Agenda items shall be submitted to the Council Chair 7-working days prior to the scheduled meeting and will be distributed 5-working days prior to the meeting. The agenda shall be developed by and be the responsibility of the Council Chair.

G. Motions or resolutions requiring a vote may only be presented by Executive Committee members or Chairs of standing and special committees. Any member of the Executive Committee may request a ballot vote.

VI. Subcommittees of the Executive Committee:

A. Committee on Nominations, Appointments, and Committee Structure (CNACS)

The Executive Committee is charged with overseeing elections and ensuring communication for appointing faculty members to College Council standing committees. This function is delegated to a subcommittee-- the Committee on Nominations, Appointments, and Committee Structure (CNACS). CNACS members include a minimum of (5) faculty and the Division Chairs (or their designee). CNACS members are selected by the Executive Committee Chair to serve a two-year term. The Executive Committee Chair-Elect serves as the liaison from the Committee to the Executive Committee. The Staff Support person for the Council will support the CNACS.

Eligible faculty are elected, volunteer or are appointed by the CNACS. Selections are made based on College need, faculty expertise or development plans, eligibility, and considering factors such as percent FTE, faculty expertise and interest, and intensity of work required during service. The primary goal is to provide fair and equal distribution of committee work among faculty eligible for committee membership.

Faculty wanting to be considered for a particular committee should complete the annual survey and discuss their interest with their Division Chair, who will report this interest to the CNACS. The CNACS will report faculty committee appointments to the Executive Committee and the College Council in a reasonable time prior to the end of Spring semester each year.

If a vacancy occurs on any Committee whose membership is nominated or elected by the faculty at large, an election will be held and the faculty will vote. The replacement member shall complete the term without forfeiting eligibility for election or appointment to a succeeding term. Committees will make every effort to stagger terms in order to provide opportunity for succession planning.

B. Additional subcommittees of the Executive Committee.

The Executive Committee may designate additional subcommittees as needed.

ARTICLE V. COLLEGE STANDING AND SPECIAL COMMITTEES

I. Governance within the College:

A. Faculty actively participate in shared governance and are expected to contribute to the committee work of the College. Full participation of faculty in committee work is rooted in the principle of shared governance.

B. All Tenure-line and full time Career-line (0.75 or greater) faculty are expected to serve on at least (1) College standing committee.

II. Committees Structure:

a. The College has standing committees of (3) types, 1) *College Faculty Committees,* 2) *Administrative Committees,* and 3) *Special College Committees*. These College standing committees and special committees are established as needed to carry out the functions of faculty governance effectively.

b. Special college committees may be created by the Council Chair alone or by the Executive Committee as a whole. When formed by the Council Chair, the special college committee shall be designated a college *task force*; when formed by the Executive Committee, the special committee shall be designated a college *ad hoc* committee.

c. When procedures for the function of a given committee are not specifically stated within this document, or within the University Regulations Library (regulations.utah.edu), rules outlined in Robert's Rules of Order may govern the procedures of the standing or special committees as determined by the committee Chair.

III. Membership and Voting:

A. General Provisions for Committee Membership or Participation: These provisions apply except as otherwise specified for a particular committee. (For example, members or chairs of certain committees must be Tenure-line faculty members).

1. Eligible faculty are either elected or appointed to the various college committee memberships by the Executive Committee with assistance of the CNACS. (see Article IV, regarding CNACS.)
2. Appointments are made based on College need, faculty expertise or development plans, and eligibility, and after factors such as percent FTE, faculty expertise and interest, and intensity of work required during service are considered by the Division Chairs. The primary goal is to provide fair and equal distribution of committee work among faculty eligible for committee membership.
3. Faculty who wish to be considered for a particular committee are encouraged to contact their Division Chair who will report to the Executive Committee. The Executive Committee will report faculty committee elections or appointments to the Committee Chairs in a reasonable amount of time prior to the end of February.

B. Faculty Membership:

1. Except for the Review and Advancement Oversight Committee (RAO), Tenure-line and full time Career-line faculty are eligible for full voting membership on college committees, consistent with the requirements of University Policies 6-300 and 6-001-III-C-1 a & b)).
2. Career-line faculty employed at less than 0.75 FTE may participate as voting members on certain committees as interested, to be determined in consultation with Division Chairs, and the Chair of the respective committee.
3. "Administrative faculty," except for the Dean may have voting privileges in their capacity as faculty members on committees unless otherwise specified by this Charter or University Regulations, or determined otherwise by vote of the committee. For the purposes of this Charter, "administrative faculty" includes any faculty member with at least 20% workload assigned to administrative responsibilities, including Specialty Track Directors, Assistant Deans, Associate Deans, Division Chairs, Executive Directors, and the Dean.
4. As appropriate, other faculty are included as members consistent with University Regulations and this Charter.

C. Terms of Service: Terms of service on committees shall begin July 1 and end on June 30 of each

calendar year. Committee members (except ex-officio members) should not typically serve more than (2) consecutive terms on any one committee, unless otherwise indicated in select committees noted in this Charter.

D. Student Participation: When students are needed for College Faculty committees (other than RAO and College Council and College Council Executive Committee) they will be selected in accordance with the Student Selection Process for College of Nursing Committee Service (see Appendix B) as approved by the College Council and as specified by College policy and consistent with University Regulations.

Students may vote on policy and/or curricular issues; however, depending on the specific committee, certain restrictions for students may be imposed concerning the types of issues on which students may vote. Under no circumstances may they participate or vote on confidential issues regarding other students or potential students (e.g., admissions, readmissions, scholarly integrity, etc.), except as stipulated when serving on the Academic Misconduct and Appeals Committee (Policy 6-400).

E. Leadership: Unless otherwise specified for a particular committee (e.g., the PhD Program Committee), incoming Chairs and Chairs-Elect of the standing committees for the upcoming year are elected by the committee members at the last regular meeting of the year. An individual may ordinarily chair only one standing committee at a time, if serving on two (or more) committees. The Council Chair is not excluded from chairing a standing committee. An exception may occur if the individual is appointed to a specific position as the designated Chair.

The *Chair and Chair-Elect (if applicable)* of standing committees shall:

a. Prepare agendas and convene meetings.

b. Proofread and correct meeting minutes taken by the Staff Support person and ensure the minutes are distributed and stored electronically.

c. Discuss the correctness of the prior month's minutes at each committee meeting. Members will vote to approve.

d. Participate in votes of the committee.

e. Conduct a yearly review of the functions of the committee.

f. Present recommendations and reports of the committee to the Executive Committee at regularly scheduled meetings.

g. Submit to the Executive Committee Staff Support person an electronic copy of any reports or other materials to be distributed at College Council meetings; copies are to be submitted no less than 7-work days prior to the College Council meeting at which the materials will be discussed.

h. Notify the Council Chair of any request to be on the agenda of the College Council; committee reports will not be automatically scheduled unless the committee has a specific report or matter to bring before the College Council.

i. Prepare a written annual report; this report is maintained in the permanent records of the College and must include either justification for the continuation of the committee or recommend its disbandment. Each committee chair shall submit a written annual report 2-weeks prior to the College Council meeting in June for distribution to all faculty in preparation for discussion at the June meeting of the College Council.

F. Advisors and Staff Support: In general, advisory members (e.g., legal representative from Office of General Counsel) are to act as advisors to committees. They are non-voting members unless representing specific groups and committees elected to give them voting privileges. Staff support from the College staff are non-voting members of committees.

G. Meetings: Committees shall meet as frequently as necessary during the year to fulfill their functions. Meetings may be convened by the Chair of the committee or by a majority of the committee members

H. Attendance: Attendance is expected from all committee members. If unable to attend a scheduled meeting, a member should notify the committee Chair ahead of time and a designated alternate may attend in their place.

ARTICLE VI. COLLEGE FACULTY COMMITTEES

1. **Faculty Appointment, Review, and Advancement Committees (FARAC):**

A. Function: The (4) Subcommittees of the FARAC (listed below in B.) support the Faculty Appointment, Review, and Advancement (FARA) process and are defined by University Regulations to provide for the review of all faculty of all categories for all new appointments; review of Tenure-line faculty for retention, promotion-in-rank, tenure, and post-tenure/ tenured-faculty-reviews; review of Career-line faculty for reappointment, and promotion-in-rank (advancement to higher rank); and review of Tenure-line or Career-line faculty for appointment to emeritus/emerita status. Voting eligibility is determined in accordance with University Regulations. (See Appendix C for relevant links.) The Student RPT Advisory Committee (RPT-SAC; as described in University Policy 6-303), although not a subcommittee, has an important role in reviews of faculty members, and so its membership and functions are also described in this section.

B. The appropriate FARAC subcommittee carries out these functions:

For Tenure-line faculty -- specifies and carries out the process of formal and informal review of Tenure-line faculty for retention, promotion/ advancement, and tenure (RPT); and completes the process of post-tenured faculty reviews (TFR).

For Career-line faculty -- oversees the process of reviews of Career-line faculty, including reviews for reappointment, and reappointment with promotion/ advancement at a higher rank.

For Tenure-line and Career-line faculty -- in collaboration with the faculty as a whole, develops and implements advancement and reappointment review criteria. For retired Tenure-line and Career-line faculty -- oversees the process for appointments to emeritus/emerita status (criteria and procedure can be found in FARA documentation in the College intranet).

Makes recommendations to the Dean and ALT regarding sabbatical leave requests.

C. FARAC Subcommittee Structure: The following subcommittees are constituted as part of FARAC: Retention and Advancement Oversight (RAO), Tenure Line Faculty Review and Advancement (TL-FRA), Clinical Line Faculty Review and Advancement (CL-FRA), and Appointments Advisory Committee.

2. Retention and Advancement Oversight (RAO) Committee

A. Function: Monitors the review process, oversees revising of the Tenure-line and Career- line advancement criteria and procedures documents and provides suggested revisions. Using collaborative decision-making, develops with faculty and administration the retention and promotion/ advancement (RPT and TFR) criteria and procedures documents for Tenure-line, and the reappointment and promotion/ advancement criteria and procedures document for Career-line faculty.

The Chair of the RAO Committee oversees retention, advancement, and tenure review activities in the College and serves as primary liaison to Career-line Reappointment Review Teams.

B. Committee Composition: The Committee is comprised of nine voting faculty members elected from the Tenured (5 faculty) and Career-line (4-8 faculty) faculty.

Tenured faculty members (and Chair). The five Tenured faculty members on the RAO committee

are elected by the Tenure-line faculty of the College. Four (4) faculty serve 2-year terms, which are staggered. The fifth member is elected to a total combined term of three years - first as member and Chair-Elect (1-year), then as member and presumptively (if confirmed) Chair (1-year), and then finally as member and presumptively (if confirmed) as Past-Chair (1-year).

As more fully described in and directly governed by the College's approved Tenure-line RPT Statement (pursuant to Policy 6-303), and described here for convenience, the election of the RAO Chair proceeds as follows: In keeping with the Policy 6-303 requirement that the chairperson of a departmental RPT advisory committee (one role this position fulfills for the College) be "elected annually," the Tenure-line faculty will vote on whether to confirm this member serving as Chair for the second year of the three-year overall membership term, and the following year will vote again on whether to confirm the member serving as Chair Elect for the third year of the overall membership term. If for either year the annual voting does not confirm the member to serve as Chair, then the member will remain a member of RAO but not as Chair, and another Tenured faculty member (preferably but not necessarily already a RAO member for that year) will be nominated and elected by the Tenure-line faculty to serve as member and Chair for that year.

Career-line faculty. The 4-8 Career-line faculty members shall have the rank of Associate or full Professor and have been on the faculty for at least 5-years in a full-time (.75 FTE or greater) capacity and be elected by the voting Career-line faculty of the College. Career-line faculty shall represent each Division in the College. Faculty serve 2-year terms, which are staggered except for the committee member elected to a total combined term of three years - first as member and Chair-Elect of the CL-FRA Committee (1-year), then as member and presumptively (if confirmed) Chair of the CL-FRA Committee (1-year), and then finally as member and presumptively (if confirmed) as Past-Chair of the CL-FRA Committee (1-year). The Career-line faculty members will also coordinate with the Chair of RAO and Division Chairs to organize (as needed) Career-line Reappointment Review Teams (see C. CL-FRA b. Subcommittee).

Chair:	The Chair of RAO Committee reports to the Executive Committee. Note that there are multiple roles - during each year serving (i) as Chair of this RAO Committee, the person also serves (ii) as liaison to the Career-line Faculty Review and Reappointment (CL-FRA) Committee, and (iii) as described further below ordinarily also serves simultaneously as Chair of the Tenure-line Faculty Review and Advancement (TL-FRA) Committee (see b. Committee Composition for the election process).
Chair-Elect:	Chair-Elect will assist the Chair with any of the Chair's responsibilities, as needed.
Staff Support:	Faculty Affairs Manager (non-voting)

C. Quorum: Fifty percent plus one (50%+1) of the Committee members with voting privileges shall constitute a quorum.

3. Student RPT Advisory Committee (RPT-SAC)

A. Function: The Student RPT Advisory Committee (RPT-SAC) is described in the FARAC context because among other roles in the College it participates in the processes of reviewing members of the faculty. In particular, it fulfills the role of what University Policy refers to as a "*department Student RPT Advisory Committee (RPT-SAC)"* as required by Policy 6-303 to provide student input in reviews of Tenure-line faculty, as more fully described in and governed by the College RPT Statement.

The RPT-SAC serves independently of and in parallel with the RAO Committee. The Faculty Affairs Manager is the liaison between the RAO Committee and RPT-SAC and coordinates student members' annual orientation to the process and expectations for faculty reviews.

The students serve on an ad hoc basis, separate from the RAO Committee proper, according to College and University policy and as coordinated by the RAO Committee Chair and/or the Faculty

Affairs Manager.

1. Minutes and Reports: The student RPT-SAC Chair assigns a committee member in attendance to take minutes.
2. Note that this description in this Charter may be updated to conform to the current description in the governing approved RPT Statement, by approval of the Dean and Council Chair, without a formally approved amendment of the overall Charter).

B. Committee Composition:

Students (voting):	(3) or more Baccalaureate students (5 or more is preferred) for a 1-year term (3) or more MS students for a 1-year term (3) or more DNP students for a 1-year term (3) or more PhD students for a 1-year term These students are self-nominated or nominated by Student Services personnel (with their consent), and the roster of CSC nominees is forwarded to College Council for review and approval.
Chair:	The students shall select one of the student members as a Chair (voting) for a 1-year term to call meetings and to coordinate service with the Faculty Affairs Manager
Coordinator:	RAO Committee Chair (non-voting)
Staff Support:	Faculty Affairs Manager (non-voting)

C. Quorum: Fifty percent plus one (50% + 1) of the voting members shall constitute a quorum.

4. Tenure-line Faculty Review and Advancement (TL-FRA) Committee

With the College of Nursing structured as a *single-department college*, the TL-FRA Committee has the responsibilities of what the governing University Policy 6-303-III-e refers to as *a "departmental RPT advisory committee*." Its voting and non-voting membership are only summarized for convenience here in this Charter, and those and the RPT procedures it follows are more fully described in and directly governed by Policy 6-303 and the College of Nursing Statement of RPT Criteria, Standards, and Procedures (College RPT Statement).

A. Function: The Committee reviews and makes recommendations regarding Tenure-line faculty candidates for retention, promotion/advancement, and tenure; and completes the process of post-tenured faculty reviews (TFR).

B. Committee Composition: Voting membership of the Committee is limited to Tenure-line faculty, and for a particular meeting the voting eligibility is further limited based on tenure status and rank, varying according to the particular retention, or advancement, or tenure recommendation under consideration. In some instances, faculty not eligible to vote may be invited to participate in pre-voting deliberations.

Chair:	As more fully explained in the College RPT Statement, the tenured faculty member serving in a particular year as the elected Chair of the Review and Advancement Oversight (RAO) Committee (initially elected and annually confirmed as described above—see RAO Composition), will ordinarily also serve during the same year as the Chair of the TL-FRA.
Staff Support:	Faculty Affairs Manager (non-voting)
Reporting Line:	Dean

C. Quorum: Fifty percent plus one (50% +1) of the Committee members with voting privileges shall constitute a quorum.

5. Career-line Faculty Reappointment and Advancement (CL-FRA) Committee

Full details of functions, procedures, and composition of this Committee and subcommittees are governed primarily by University Policy 6-310: Review of Career-line, Adjunct, and Visiting Faculty Members, and

Other Instructional Personnel and the College of Nursing Statement for Career-Line, Adjunct, and Visiting Faculty and Other Instructional Personnel (Career-line Statement). In summary only (and subject to change without revision of this Charter), these are:

A. Function: The Committee provides for periodic review and evaluation of members of the Career-line faculty, Adjunct faculty, and Visiting faculty, especially when such faculty members are being considered for reappointment (including reappointment with promotion-in-rank/ advancement). Results of the Committee's reviews are then considered by the Faculty Appointments Advisory Committee (see below), the Dean, and others at the University level as part of the reappointment process. Review of Career-line, Adjunct, and Visiting faculty for reappointment and advancement is a function of the CL-FRA subcommittees known as Career-line Reappointment and Advancement Review Teams (see D. below).

The CL-FRA Committee and the CL-FRA Review Teams conduct such reviews as described in the Career-line Statement (found in the "Statement" and "Supplement" documents in the College of Nursing intranet).

B. Committee Composition of CL-FRA: The eight Career-line faculty members of the RAO comprise the CL-FRA Committee. Career-line faculty in a full-time (0.75 FTE or greater) position at the rank of Assistant Professor or higher are eligible to serve on the CL-FRA subcommittee Review Teams.

Chair:	One elected Career-line RAO Committee member (see A. above) (voting)
Chair-Elect:	The Chair-Elect will assist the Chair with any of the Chair's responsibilities as needed.
Staff Support:	Faculty Affairs Manager (non-voting)
Reporting Line:	Chair of RAO and Dean

C. Quorum: Fifty percent plus one (50% +1) of the members with voting privileges shall constitute a quorum.

D. Subcommittees: Career-line Reappointment and Advancement Review Teams. The Career-line faculty members (from RAO) will organize and charge Career-line Reappointment and Advancement Review Teams (as needed) to review Career-line, Adjunct, and Visiting faculty. The Review Teams will follow the College of Nursing standards and criteria for review and evaluation of Career-line faculty (or Adjunct faculty or Visiting faculty) for reappointment and/or advancement.

6. Faculty Appointments Advisory Committee

A. Function: With the College of Nursing structured as a *single-department college*, this committee has the responsibilities of what the governing University Policies 6-302: Appointments of Faculty. Rev 8 and 6-310 refer to as *a "departmental faculty appointments advisory committee*." Its primary responsibilities under those policies are first to determine the *criteria* for each open position on the faculty of the College, and then to review and vote on a set of recommendations regarding each *candidate* proposed for appointment to the position. This includes every initial appointment to the Tenure-line faculty, every *initial* appointment and every *reappointment* (including any reappointment with *promotion*-in-rank) to the Career-line faculty, and also every initial or reappointment to the Adjunct, or Visiting faculty, and every post-retirement appointment to Emeritus faculty status.

B. Committee Composition: The Committee's membership and leadership are governed primarily by Policy 6-302, supplemented by the College's Retention and Review Statement for Career-Line Faculty, and both should be referred to for full details because eligibility varies for various types of appointments. In summary only: (i) for every type of appointment the baseline voting membership includes all members of the Tenure-line faculty, and (ii) full time Career-line faculty with appropriate rank are included as voting members for initial and reappointments of other Career-line faculty (including reappointments with promotion), and for some other types of appointments other than Tenure-line (e.g., Adjunct, Visiting), and may be invited to participate in non-voting capacity in considerations of Tenure-line appointments.

Chair:	By Policy 6-302 the Dean (non-voting) is presumptively the Chair to call and conduct meetings of this Committee, but may delegate responsibilities to a voting member of the Appointments Advisory Committee.
Staff Support:	Faculty Affairs Manager (non-voting)
Reporting Line:	Dean

7. Awards and Recognitions Committee

A. Function: Identifies award criteria, distributes calls for nominations, and identifies award opportunities at college, university, local, state, national and international levels.

Identifies eligible candidates and facilitates appropriate nominations. Reviews and revises (as needed) the College of Nursing's guidelines for faculty recognition.

Coordinates annual College of Nursing faculty award criteria, solicitation of nominations, and selection of award recipients.

B. Committee Composition:

Chair:	Elected by the Committee for a 1-year term (voting)
Chair-Elect:	Elected by the Committee for a 1-year term (voting)
Staff Support:	As assigned (non-voting)
Advisors:	Division Chairs (ex-officio, voting)
Faculty:	(2) Tenure-line Assistant, Associate or Full Professor, one from each Division for 2-year overlapping terms (voting) (2) Career-line faculty (0.75 or greater FTE); one from each Division for 2-year overlapping terms (voting)
Students:	(1) Baccalaureate student for a 1-year term (non-voting) (1) MS or DNP student for a 1-year term (non-voting) (1) PhD student for a 1-year term (non-voting)

(Note that the above list may be revised as appropriate by the Dean and Council Chair in accord with changes of programs/ positions, without requiring formal re-approval of the College Council Charter).

Reporting Line:	Dean

C. Quorum: Fifty percent plus one (50% + 1) of Committee members with voting privileges shall constitute a quorum.

8. Baccalaureate Program Committee (BPC)

A. Function: Provides a forum for Baccalaureate Program issues.

Oversees and approves all curricula and program implementation processes for the Baccalaureate Program. The roles of the Committee and its subcommittees in managing curriculum are more fully described in the College's Curriculum Management Plan in accord with Policies 6-001 and 6-500. Any decisions involving resources for courses must be brought to ALT and the Dean for approval.

Assures compliance with accreditation and other national standards for the Baccalaureate Program.

Reviews applications from prospective students and determines eligibility for admission.

B. Committee Composition: The faculty members are selected through College-wide nomination and election processes managed by the Executive Committee and/or the CNACS Subcommittee (See Article IV). Additional ad hoc faculty members may be invited for short-term service by the Chair.

Chair:	Track Director for the Baccalaureate Program (voting as elected by the Committee.
Staff Support:	As assigned (non-voting)

Faculty:	All Tenure-line and Career-line faculty teaching in the Baccalaureate Program (voting)
Advisors:	Assistant Dean for the Baccalaureate Program (voting) Undergraduate Program Manager, Student Services (non-voting) Executive Director for Simulation (non-voting) Eccles Health Sciences Library Representative (non-voting)
Reporting Line:	Executive Committee

C. Quorum: Fifty percent plus one (50% + 1) of with BPC members with voting privileges shall constitute a quorum.

D. Subcommittees:

1. Baccalaureate Curriculum Subcommittee (BCC)

   a. Function. Develops, implements, and evaluates curriculum at the baccalaureate level in relation to the College/University mission and needs of the profession and community.

   Given responsibility from the College Council to approve/disapprove of all baccalaureate courses carrying academic credit, and/or curriculum changes, deletions, or additions. Any decisions involving resources for courses need to be brought to ALT and the Dean for approval.

   Reports actions to the Baccalaureate Program Committee (BPC).

   b. Committee Composition. The faculty members are selected through College-wide nomination and election processes managed by the Executive Committee and/or the CNACS Subcommittee (See Article IV). Additional ad hoc faculty members may be invited for short-term service by the Chair. (6) Members will be elected from the ballot and serve 2-year staggered terms. The Chair-Elect/ Chair is elected as one of the (6) members of the voting committee, and then elected by the Subcommittee to serve their first year as Chair-Elect, then their second year as Chair.

Chair-Elect/ Chair:	Elected from the (6) elected members by the Subcommittee for a 1-year term as Chair-Elect and then a 1-year term as Chair (voting)
Staff Support:	As assigned (non-voting)
Faculty:	(6) Tenure-line or Full time Career-line faculty teaching in the Baccalaureate Program (voting)
Ex-officio:	Assistant Dean for the Baccalaureate Program (voting) Director, RN-BS Program (voting) Executive Director of Simulation (voting)
Advisors:	Academic Programs Manager (non-voting) Undergraduate Program Manager, Student Services (non-voting)
Community:	A minimum of (1) community partner representing areas of student placements for a 2-year term that is renewable as mutually agreeable (non-voting)
Students:	(2) Baccalaureate students for a 1-year term (non-voting)

   c. Quorum. Fifty percent plus 1 (50% + 1) of the BCC members with voting privileges in shall constitute a quorum.

2. Baccalaureate Admissions and Advancement Subcommittee (BAAC)

   a. Function. Establishes the criteria for admission to and progression from the Baccalaureate Program for pre-licensure track, RN-BS track, and Nursing Early Assurance Program (NEAP).

   Identifies and trains Baccalaureate Program faculty to review prospective student

applications.

Administers University and College policies, procedures, and rules regarding admission, retention, progression, and graduation of undergraduate students.

b. Committee Composition. Voting faculty members, including the Chair-Elect/ Chair, are selected through College-wide nomination and election processes managed by the Executive Committee and/or the CNACS Subcommittee (See Article IV). (5) Voting faculty members will be elected from the ballot and serve 2-year staggered terms. Additional ad hoc voting faculty members may be invited for short-term service by the Chair. The Chair-Elect/ Chair is elected as one of the (5) members of the voting committee, and then elected by the Subcommittee to serve their first year as Chair-Elect, then their second year as Chair.

Chair-Elect/ Chair.	Elected from the (5) elected members by the Subcommittee for a 1-year term as Chair-Elect and then a 1-year term as Chair (voting).
Staff Support:	As assigned (non-voting)
Faculty:	(5) Tenure-line or Full-time Career-line faculty teaching in the Baccalaureate Program (voting)
Ex-officio:	Assistant Dean for the Baccalaureate Program (voting) Director, RN-BS Program (voting)
Advisors:	Nursing Early Assurance Program (NEAP) Track Director (non-voting) Undergraduate Program Manager, Student Services (non-voting)

c. Quorum: Fifty percent plus 1 (50% +1) of the BAAC members with voting privileges shall constitute a quorum.

9. Faculty Search Committee

A. Function: Conducts searches for Tenure-line and Career-line faculty positions (and may be called upon to assist in searches for Adjunct and Visiting faculty positions), in consultation with the Dean and the Academic Leadership Team (ALT), and guided by the criteria for the open position as previously established by the Faculty Appointments Advisory Committee (see above). Provides feedback on faculty job descriptions. Actively searches for and identifies potential applicants for posted faculty positions. Screens applications who meet minimum qualifications and determines which applicants will be invited for telephone and/or in–person interviews. Participates in telephone interviews and coordinate hosting of in-person interviews. Summarizes input from faculty regarding candidates and makes recommendations to the Dean and ALT regarding qualifications of the candidates for the position. Candidates identified as finalists through the search process are proposed for appointment and presented to the Faculty Appointments Advisory Committee for its formal recommendations on appointment.

B. Committee Composition: Standing membership will consist of (4) full time Tenure-line faculty members and (8) full time Career-line faculty members, who are selected through College-wide nomination and election processes managed by the Executive Committee and/or the CNACS Subcommittee (See Article IV). Additional ad hoc faculty members may be invited for short-term service by the Chair. There will be a minimum of (2) Tenured faculty and (2) Career-line faculty ranked at Associate Professor or higher. Members will serve 2-year staggered terms, except the Chair-Elect/Chair who will serve a cumulative 3-year term.

Chair/Chair-Elect:	Elected by the Committee from among the qualified members of the Committee who have served one year of their two-year term as voting members. Only Tenured faculty or Career-line faculty at the rank of Associate Professor or higher are eligible to chair the Committee (voting). Elected to serve as Chair-Elect for their second year on the Committee, and

	then as Chair for a third year on the Committee.
Staff Support:	Faculty Affairs Manager (non-voting)
Faculty:	(4) Full time Tenure-line (voting) (8) Full time Career-line (voting)

C. Quorum: Fifty percent plus one (50% + 1) of Committee members with voting privileges shall constitute a quorum.

D. Subcommittees: The Chair may decide to establish Position Teams by assigning a subgroup of Committee members, typically (4) members, to carry out all search related processes for a specific posted position. The Chair will assign a leader for each Position Team. If the posted position is Career-line, then ordinarily one or two of the four Position Team members will be Tenure-line and the remaining will be Career-line faculty. If the posted position is for Tenure-line, then ordinarily two or more of the four Position Team members will be Tenure-line and the remaining will be Career-line faculty.

10. Gerontology Interdisciplinary Program Advisory Committee (GIPAC)

A. Function: Establishes and reviews criteria for admission of students to the Gerontology programs, including the master's degree program and for the graduate and undergraduate certificate programs and the undergraduate minor program.

The Committee's role in managing curriculum is more fully described in the College's Curriculum Management Plan, in accord with Policies Curriculum Management Plan, in accord with Policies 6-001 and 6-500.

Regarding curriculum, the Committee:

1. Formulates program policy consistent with Graduate School policy for the graduate level programs.
2. Supports the development and implementation of the minor, certificate and master's curriculum in relation to the College and University mission and needs of the profession and community.
3. Given delegated responsibility from College Council, approves/disapproves all Gerontology Interdisciplinary Program (GIP) courses carrying academic credit, and/or curriculum changes, deletions, or additions.

Regarding individual students, the Committee:

1. Reviews records of applicants to the Master's Degree Program and forwards recommendations to the Graduate School.
2. Reviews records of applicants for scholarship applications to the Master's Degree Program and certificate applications.
3. Considers petitions for reinstatement and application for readmission of minor, certificate and master's students.
4. Considers cases of unsatisfactory academic performance and takes appropriate action.
5. Reviews student requests for variation in academic policy.

The Committee also reviews the recommendations for Adjunct faculty appointments related to GIP teaching activities.

B. Committee Composition:

Chair:	The Gerontology Interdisciplinary Program Director (who holds a Tenure-line or Career-line faculty appointment) will serve as the Chair and, in the

	absence of the Chair, faculty will rotate to cover chair duties, which includes leading meetings when the Chair is unable to attend. The Chair shall: 1) Convene and conduct the meetings, 2) call the initial meeting of the newly elected Committee, 3) appoint subcommittees/task forces necessary for the Committee to carry out its functions, 4) prepare an annual report for Committee approval prior to submission to College Council in June.
Staff Support:	GIP Graduate Advisor and (1) staff member from Student Services (non-voting)
Faculty:	Tenure-line and Career-line faculty members teaching in the program will serve as voting members. There is no term limit for these voting faculty members. Adjunct faculty members teaching in the program may be invited to participate in meetings in an advisory non-voting capacity.
Advisors:	Director of Education, Hartford Center of Geriatric Nursing Excellence (non-voting); Student Scholarship and Funding Administrator (non-voting)
Community:	GIPAC will appoint two community representatives to serve on the Committee. Community members serve 2-year terms, renewable as mutually agreeable (non- voting)
Students:	GIPAC will appoint (2) students to serve on GIPAC: (1) MS student to serve a 1-year term (non-voting) (1) Certificate or minor student to serve a 1-year term (non-voting)

C. Quorum: Fifty percent plus one (50% + 1) of the faculty members with voting privileges shall constitute a quorum. All Tenure-line and Career-line GIPAC faculty members will have voting privileges in both open and closed sessions.

11. Advanced Nursing Practice (ANP) Curriculum Committee

A. Function: Develops, implements, and evaluates curriculum at the graduate level for Master's and DNP programs, and in relation to the College/University mission and needs of the profession and community. Committee and its subcommittees' roles in curriculum management are more fully described in the College's Curriculum Management Plan in accord with Policies 6-001\ and 6-500.

Ensures that the curriculum integrates the American Association of Colleges of Nursing (AACN) Essentials and Domains into the core course curriculum for graduate nursing education.

Reviews and approves all specialty track programs of study and ensures the core competencies for each specialty population are adequately addressed.

Given delegated responsibility from the College Council, approves/disapproves all graduate Master's and DNP courses carrying academic credit, and/or curriculum changes, deletions, or additions. ALT and the Dean must approve any decisions involving resources for courses.

Reports actions to APT and to the College Council Executive Committee where faculty may vote to place them on the debate calendar for further discussion and action.

B. Committee Composition:

Chair-Elect/ Chair:	Faculty member elected by the Committee to first serve a 1-year term as Chair-Elect, and then a 1-year term as Chair. (voting).
Staff Support:	As assigned (non-voting)
Faculty:	The voting faculty members, unless otherwise specified, are Tenure-line or Career-line faculty, including: All faculty teaching a Master's and/or DNP core curriculum course (voting); one faculty from the Master's Program Committee (voting); one faculty from the DNP Program Committee (voting); Executive Director for Nurse Practitioner Education (voting);

	Director of Nursing Education Specialty Track (voting).
Ex officio:	Instructional Designer (voting)
	Executive Director of Simulation (voting)
	Academic Programs Information Coordinator (voting)
Students:	(2) students; (1) Master's program, (1) DNP program (non-voting)
Advisors:	Assistant Dean for the Master's and DNP Programs (voting);

(Note that the above list may be revised as appropriate by the Dean and Council Chair in accord with changes of programs/ positions, without requiring formal re-approval of the College Council Charter).

C. Quorum: Fifty percent plus one (50% + 1) of the committee members with voting privileges constitute a quorum

D. Subcommittees:

1. Master's Program Committee (meets twice per semester, at minimum)

   a. Function. Provides a forum for Master's Program issues. Administers University/College policies, procedures, rules and regulations regarding the admission, retention, progression, and graduation of Master's students. Assures compliance with accreditation and other national standards for the Master's Program and specialty tracks. Establishes criteria for admission of students to the Master's program. Ensures College Policy for the Master's program is consistent with the Graduate School Policy. Approves changes to programs of study for individual students when needed. Reviews and determines status of petitions for reinstatement and application for readmission of Master's students. Reviews Master's Program student requests for variation in academic policy and forwards Committee recommendations to APT for approval.

   b. Committee Composition: Unless otherwise specified, all voting members are Tenure-line or Career-line faculty, who also hold the specified academic administrative position with relevance to the functions of the Committee.

      All Master's program Specialty Track Directors (voting);

      Student Services Program Manager (voting)

Chair:	Master's Specialty Track Director elected by the Committee at the end of the academic year for a 1-year term (voting); Chair or designee serves as representative to the Advanced Nursing Practice Curriculum Committee
Staff Support:	As assigned (non-voting)
Advisor:	Instructional Designer (voting)
	Executive Director of Simulation (voting)
	Academic Programs Information Coordinator (non-voting)
	Assistant Dean for Master's & DNP Programs (voting)

   c. Quorum: Fifty percent plus one (50% + 1) of the subcommittee members with voting privileges constitute a quorum

      (Note that the above list may be revised as appropriate by the Dean and Council Chair in accord with changes of programs/ positions, without requiring formal re-approval of the College Council Charter).

   d. Sub-Subcommittees. Each Master's specialty track is a subcommittee: meets monthly

      Ensures specialty track policy is consistent with Master's Program, College, and Graduate School Policies. Ensures specialty track curriculum is consistent with the core competencies for the track. Reviews and selects applicants for admission to the specialty track. Conducts

orientation for students entering the program. Reviews progression and advancement of students in the specialty track. Considers cases of unsatisfactory scholarship and takes appropriate action.

i. Committee Composition. All Tenure-line or Career-line faculty teaching in the specialty track, didactic or clinical, including faculty clinical preceptors (voting).

Chair: Specialty Track Director (voting)
Staff Support: As assigned (non-voting)

2. DNP Program Committee (meets twice per semester, at minimum)

a. Function: Provides a forum for DNP Program issues. Administers University/College policies, procedures, rules and regulations regarding the admission, retention, progression, and graduation of DNP students. Assures compliance with accreditation and other national standards for the DNP Program and specialty tracks. Establishes criteria for admission of students to the DNP program. Ensures College Policy for the DNP program is consistent with the Graduate School Policy. Approves changes to programs of study for individual students when needed. Reviews and determines status of petitions for reinstatement and application for readmission of DNP students. Reviews DNP Program student requests for variation in academic policy and forwards Committee recommendations to APT for approval.

b. Committee Composition: Unless otherwise specified, all voting members are Tenure-line or Career-line faculty, who also hold the specified academic administrative positions of particular relevance to the functions of the Committee.

All DNP Program Specialty Track Directors (voting)

Student Services Program Manager (voting)

Chair: DNP Specialty Track Director (voting) elected by the Committee at the end of the academic year for a 1-year term. Chair or designee serves as representative to the Advanced Nursing Practice Curriculum Committee
Staff Support: As assigned (non-voting)
Advisors: Executive Director of Nurse Practitioner Education (voting)
Assistant Dean for Master's & DNP Programs (voting)
Instructional Designer (voting)
Executive Director of Simulation (voting)
Academic Programs Information Coordinator (voting)

(Note that the above list may be revised as appropriate by the Dean and Council Chair in accord with changes of programs/ positions, without requiring formal re-approval of the College Council Charter).

c. Quorum: Fifty percent plus one (50% + 1) of the subcommittee members with voting privileges constitute a quorum

d. Subcommittees: Each DNP specialty track is a subcommittee meets monthly.

Function: Ensures specialty track policy is consistent with DNP Program, College, and Graduate School Policies. Ensures specialty track curriculum is consistent with the core competencies for the track. Reviews and selects applicants for admission to the specialty track. Conducts orientation for students entering the program. Reviews progression and advancement of students in the specialty track. Considers cases of unsatisfactory scholarship and takes appropriate action.

Committee Composition: All Tenure-line or Career-line faculty teaching in the specialty track, didactic or clinical, including faculty serving as clinical preceptors (voting).

Chair:	Specialty Track Director (who holds a Tenure-line or Career-line faculty appointment). (voting)
Staff Support:	As assigned (non-voting)

12. Diversity, Equity, Inclusion and Outreach Committee

A. Function: Advocates and supports an inclusive and diverse culture for students, faculty, and staff at the College of Nursing. Participates and identifies College-wide diversity inclusion and outreach goals. Evaluates yearly diversity and outreach statistics. Directs recruitment and inclusion activities. Evaluates experiences of inclusiveness over time. Monitors patterns of diversity and retention.
Develops and implements evidence-driven strategies designed to promote diversity, equity, inclusion, and outreach.

B. Committee Composition:

Chair:	Elected by the faculty for a 1-year term (voting)
Staff Support:	As assigned (non-voting)
Faculty:	A minimum of (6) faculty members: (3) Tenure-line for a 2-year term (voting) (3) Career-line for a 2-year term (voting)
Staff:	(3) staff, 0.75 FTE or greater (voting)
Advisors:	Associate Dean for Equity, Diversity, and Inclusion (non-voting) Assistant Dean for Baccalaureate Program (non-voting) Assistant Dean for MS & DNP Programs (non-voting) Assistant Dean for PhD Program (non-voting) Director of Student and Community Engagement Advisory Committee (SACE) (non-voting)
Community:	Liaisons from interested partners in school systems and community groups (non-voting)
Students:	(1) undergraduate student for a 1-year term (non-voting) (1) graduate student for a 1-year term (non-voting)

(Note that the above list may be revised as appropriate by the Dean and Council Chair in accord with changes of programs/ positions, without requiring formal re-approval of the College Council Charter).

C. Quorum: Fifty percent plus one (50% + 1) of Diversity, Equity, Inclusion and Outreach Committee members with voting privileges shall constitute a quorum.

13. **Wellness Committee**

A. Function: Prioritizes and promotes a culture of wellness for the CON community through advocacy, empowerment, education, and innovative programming focused on both individuals and systems. Seeks to inspire and facilitate faculty and staff to adopt and maintain environment of collective and individual wellness which incorporates the ideals of respect, compassion, positivity, kindness, appreciation, safety, and fairness.

B. Committee Composition:

Chair:	Elected by the committee for a 1-year term (voting)
Faculty:	A minimum of (6) (voting)
Staff:	A minimum of (3) (voting)
Community:	Liaisons from interested partners and community groups (non-voting)

(Note that the above list may be revised as appropriate by the Dean and Council Chair in accord with changes of programs/ positions, without requiring formal re-approval of the College Council

Charter).

C. Quorum: Fifty percent plus one (50% + 1) of Wellness Committee members with voting privileges shall constitute a quorum.

14. PhD Program Committee

A. Function: Establishes criteria for admission of students to the PhD Program. Formulates College policy consistent with Graduate School policy. The Committee's roles, and any of its subcommittee's roles in curriculum management are more fully described in the College's Curriculum Management Plan, per Policies 6-001 and 6-500.

Develops, evaluates and implements the PhD program curriculum in relation to the College mission and needs of the profession and community.

Given delegated responsibility from College Council, approves/disapproves all PhD courses carrying academic credit, and/or curriculum changes, deletions, or additions. Recommends policy and curricular changes to College Council.

Reviews records of applicants and selects PhD students and forwards the recommendations to the Graduate School.

Reviews scholarship applications for PhD students.

Takes action on petitions for reinstatement, applications for readmission, individual requests for variation in academic policy, and cases of unsatisfactory scholarship of PhD students, administering University/College policies, procedures, rules and regulations regarding the admission, retention, progression and graduation of PhD students.

B. Committee Composition: Membership will be reevaluated on a yearly basis. If a Committee member has more than 2 unexcused absences per year, the member may be dropped from the Committee. Unless otherwise specified, voting members are Tenure-line or Career-line faculty, and may hold specified academic administrative positions of particular relevance to the functions of the Committee.

Chair:	Assistant Dean for the PhD Program (voting)
Staff Support:	As assigned (non-voting)
Faculty:	Tenure-line and Career-line faculty currently teaching one or more doctoral (PhD) courses during the current academic /contract year are automatically assigned to the PhD Committee (voting) Chairs of doctoral supervisory committees, PhD student advisors, and PhD-prepared Tenure-line and Career-line faculty who respond affirmatively to the offer of membership and commit to responsible participation in Committee affairs (voting). Offers of membership may be made by the Chair of the Committee prior to the first meeting of the Committee each academic year.
Advisors:	Academic Programs Manager (non-voting) PhD Program Manager, Student Services (non-voting) Student Scholarship and Funding Administrator (non-voting)
Students:	PhD students for a 1-year term (voting or non-voting depending on topic of vote) * **Note: Students shall have a voice and vote on policy and curricular matters only.*

(Note that the above list may be revised as appropriate by the Dean and Council Chair in accord with changes of programs/ positions, without requiring formal re-approval of the College Council Charter).

C. Quorum: Fifty percent plus 1 (50% + 1) of Committee members with voting privileges shall

constitute a quorum.

D. Subcommittees: The PhD Program Committee elects members of the PhD Program Scholarships Subcommittee to determine PhD scholarships. Chair of the PhD Program Committee will Chair the PhD Program Scholarship Subcommittee.

Other Subcommittees of the PhD Program Committee may be formulated by the Chair on an ad hoc basis for a limited purpose. Such Subcommittees will function for a time-limited period.

15. Research Committee

A. Function: Advisory Committee to the Associate Dean for Research, to foster and support research in the College of Nursing.

Recommends procedures for peer review of research proposals for College funds.

Provides peer review of proposals and makes recommendations for intramural grant awards.

Advises on space and other research resources.

Develops (as needed) and implements the policies of this Committee.

Completes other tasks regarding research endeavors as assigned by College Council.

B. Committee Composition: Eight faculty and two students. (7) Tenure-line faculty (4 of whom have the rank of Associate or Professor) and (1) Career-line doctorly prepared faculty at 0.75 or greater FTE. Appointed members should be those who are active in the College's research mission, and consist of representation from nursing specialties and other disciplines with a variety of research perspectives. The faculty are appointed by CNACS for 2-year staggered terms, with the possibility of extending the term by one year for the member who serves as Chair Elect and then as Chair.

Chair-Elect/ Chair:	Elected from the members, by the Committee, for a 1-year term as Chair-Elect, and then a 1-year term as the Chair (voting)
Staff Support:	As assigned (non-voting)
Faculty:	(7) Tenure-line faculty with 4 of 7 at the rank of Associate professor or Professor, and (1) Career-Line doctorly prepared faculty. (voting).
Advisor:	Director of Applied Statistics (non-voting)
Students:	Minimum of (2) doctoral students: (1) PhD or dual PhD/DNP student for a 1-year term with the possibility of reappointment (non-voting) (1) DNP student for a 1-year term with the possibility of reappointment (non-voting)

(Note that the above list may be revised as appropriate by the Dean and Council Chair in accord with changes of programs/ positions, without requiring formal re-approval of the College Council Charter).

C. Quorum: Fifty percent plus 1 (50% + 1) of the Research Committee members with voting privileges shall constitute a quorum.

16. Student Scholarship Committee

A. Function: Reviews undergraduate and graduate student scholarship applications and coordinates the function of awarding scholarship funds as directed by the Academic Program Team (APT) and the Student Scholarships and Funding Administrator.

This Committee may conduct its work as two subcommittees: one for undergraduate scholarships and one for graduate scholarships, specifically for Masters and DNP Programs. There are (10) faculty for undergraduate scholarships and (10) faculty for graduate scholarships.

PhD scholarships will be determined by the PhD Program Scholarship Subcommittee.

Note that Gerontology program scholarships will be determined by the Gerontology Interdisciplinary Program Advisory Committee (GIPAC).

B. Committee Composition:

Chair:	Elected by the Committee, from the Committee members, for a 1-year term (voting)
Staff Support:	As assigned (non-voting)
Faculty:	(20) Faculty members, both Tenure-line and Career-line, representing the Baccalaureate, MS, and DNP Programs, for 2-year staggered terms. (voting)
Advisors:	Assistant Dean for the Master's and DNP Programs (non-voting) Assistant Dean for the Baccalaureate Program (non-voting) Senior Director, Office of Advancement (non-voting) Director of Student Services (non-voting) Student Scholarship and Funding Administrator (non-voting)

(Note that the above list may be revised as appropriate by the Dean and Council Chair in accord with changes of programs/ positions, without requiring formal re-approval of the College Council Charter).

C. Quorum: Fifty percent plus one (50% + 1) of the Student Scholarship Committee members with voting privileges shall constitute a quorum.

ARTICLE VII. COLLEGE ADMINISTRATIVE COMMITTEES

1. Academic Leadership Team (ALT)

A. Function: Responsible for the administrative oversight of College of Nursing programs in the areas of education, research, faculty practice, and global and community outreach.

Acquires, allocates and manages resources to accomplish the missions of the College. Develops infrastructure and systems to support the work of the faculty and services to students. The Dean and/or ALT approves and implements administrative policies and procedures.

B. Team Composition: Unless otherwise specified, each of these voting positions is held by a Tenure-line or Career-line faculty member, who also holds the specified administrative position of relevance to the responsibilities of this committee.

Chair:	Dean (voting)
Staff Support:	Executive Assistant to the Dean (non-voting)
Faculty:	Associate Dean for Academic Programs (voting) Associate Dean for Research (voting) Associate Dean for Faculty Practice (voting) Associate Dean for Equity, Diversity, and Inclusion (voting) Division Chair, Acute and Chronic Care (voting) Division Chair, Health Systems and Community-Based Care (voting) Associate Dean for Finance and Administration (voting) Senior Director, Office of Advancement (voting).
Faculty Liaison:	Chair of the Executive Committee (ex-officio, voting)

(Note that the above list may be revised as appropriate by the Dean and Council Chair in accord with changes of programs/ positions, without requiring formal re-approval of the College Council Charter).

C. Quorum: Fifty percent plus one (50% + 1) of ALT members with voting privileges shall constitute a quorum.

2. **Academic Appeals Committee**

   A. **Function:** Provides students and faculty with a vehicle for resolving disputes regarding student-contested "academic actions" (such as grading), or sanctions imposed for student "academic misconduct" (such as plagiarism), or professional misconduct, including dismissal from College of Nursing programs.

   The Committee functions in accordance with the directives in University Policy 6-400: Code of Student Rights and Responsibilities ("Student Code"). The role and composition of the Committee are defined in the specific Sections for 'Proceedings Before the Academic Appeals Committee', including sections IV-C, V-C, and VI-C.

   B. **Committee Composition:**

Chair:	One of the faculty members of the Committee, appointed as Chair by the Dean for a 3-year term (voting)
Staff Support:	As assigned (non-voting)
Faculty:	Total of four (all voting), serving 3-year staggered terms. Including (3) members of the College faculty, appointed by the Dean. Although Policy 6-400 provides for only two members of the College faculty, by exception the College has three, so as to include representation of the differing areas of the College listed here. These include mix of Tenure-line, and 0.75 or greater FTE Career-line faculty, with one each representing the Baccalaureate Program, Master's Program, and Doctoral Programs. The fourth is a University faculty member from outside the College, appointed by the Personnel and Elections Committee of the Academic Senate, per Policy 6-400.
Students:	(4) Total (all voting), serving two-year staggered terms, appointed by the Dean in collaboration with the College Student Council (CSC), including: (2) Baccalaureate students, and (2) Graduate students.
Reporting Line:	Dean

   The composition of the Committee for an individual hearing depends on the type of appeal (i.e., which section of the Student Code is relevant) and the status of the student (graduate or undergraduate). Thus, the full committee may not be needed for an individual case.

   C. **Quorum:** Three members, including at least one student, and the faculty member from outside the College shall constitute a quorum.

3. **Academic Program Team (APT)**

   A. **Function:** Oversight, strategic planning, integration, and implementation of the educational mission of the College of Nursing. Shared responsibility with select standing committees on curriculum matters such as course content as more fully described in the College's Curriculum Management Plan, per Policies 6-001 and 6-500. Responsible for the planning, implementation, and evaluation of scholarship programs within the College of Nursing and determining the distribution of scholarship funds to each scholarship program; responsible for establishing scholarship selection criteria. Note that curricular decisions which otherwise are considered by this committee, but requiring budgetary approval, will be referred to the Academic Leadership Team (ALT).

   B. **Team Composition:** Membership in the Academic Programs Team (APT) is determined by academic administrative position appointment. The terms of membership are consistent with the academic administration appointment. Except as otherwise specifically noted, each of the positions listed as having voting rights is held by a Tenure-line or Career-line faculty member who also holds the specified academic administrative position of relevance to the curricular and other academic responsibilities of the APT.

Note: When the titles of positions of members listed here are changed in ways that do not significantly alter the duties and responsibilities, those titles shall be changed on this list, with approval of the Dean and the Council Chair, without requiring formal re-approval of the College Council Charter.

Should a member be unable to attend regularly scheduled meetings, a proxy may be sent with prior approval from the Associate Dean for Academic Programs.

Chair:	Associate Dean for Academic Programs (voting)
Staff Support:	Executive Assistant to the Associate Dean for Academic Programs (non-voting)
Faculty:	By appointment to the specified position by the Dean: Assistant Dean for the PhD Program (voting) Assistant Dean for the Master's and DNP Programs (voting) Assistant Dean for the Baccalaureate Program (voting) Assistant Dean for Gerontology Interdisciplinary Program (voting) Director of Educational Technologies (voting) Executive Director of Simulation (voting) Director Student and Community Engagement (SACE) (voting) The Frederick Q. Lawson Excellence in Teaching Endowed Chair, (voting)
Faculty Liaison:	Chair of Executive Committee (or Chair-Elect) (ex-officio, voting)
Ex-officio:	Dean (voting)
Advisors:	By appointment by the Dean (all are non-voting members): Director of Student Services Data and Information Management Administrator Academic Programs Manager Program Manager for Contracts and Clinical Placements
Other:	Any other academic administrative position considered integral to the educational mission of the College may be appointed to APT as approved by two-thirds majority of voting APT members.

C. Quorum: Fifty percent plus one (50% + 1) of the members with voting privileges shall constitute a quorum.

4. Safety and Emergency Preparedness Committee

A. Function: Promotes a culture of safety within the College of Nursing to eliminate or minimize workplace injuries and illnesses and ensure regulatory compliance by involving students, employees, and managers in the process of creating and maintaining a safe work environment. Follows safe practices in every environment, in the field, in the lab, in the office, and even during personal time, to lead to greater efficiency, improved productivity, higher quality research, and an enhanced sense of well-being. Monitors and ensures compliance with Emergency Management requirements from University of Utah Health Care Emergency Management and from University of Utah Emergency Management. Oversees and provides faculty, staff, and student training in accordance with University of Utah Hospitals and Clinics Emergency Management.

B. Committee Composition:

Chair:	Elected from the Committee for a 1-year term (voting)
Staff Support:	As assigned (non-voting)
Faculty:	(1) faculty from floors 3, 4, and 5 of the Annette Poulson Cumming Building assigned for a 1-year term (voting)
Staff:	(1) staff from floors 3, 4, and 5 of the Annette Poulson Cummings Building assigned for a 1- year term (voting)
Student Services:	(1) or more members(voting)
Simulation Center:	(1) or more members (voting)

Community:	(1) University of Utah Hospitals & Clinics (UUHC) Emergency Management team member (non-voting)
Students:	(1) Baccalaureate student for a 1-year term (non-voting) (1) MS or PhD or DNP student for a 1-year term (non-voting)
Ad Hoc Member:	Any volunteers from the College faculty, staff, or students (voting)

(Note that the above list may be revised as appropriate by the Dean and Council Chair in accord with changes of programs/ positions, without requiring formal re-approval of the College Council Charter).

C. Quorum: Fifty percent plus one (50% + 1) of the Committee members with voting privileges shall constitute a quorum.

5. Faculty Practice Council (FPC)

A. Function: Conducts the business of the University of Utah College of Nursing Faculty Practice Organization (FPO). Promotes the College's success by identifying and developing practice & student placement opportunities. Encourages and facilitates participation in a competitive health care marketplace by pursuing and developing healthcare contracts which support the mission and vision of the College of Nursing and University of Utah Health, and meet needs within the community.

B. Responsibilities of the Faculty Practice Council:

1. Meet quarterly to evaluate opportunities for new practices; discuss issues related to maintaining existing practices; and advise the Dean and ALT regarding recommendations to open or close practices, or modify the nature, size, or scope of existing practices.
2. Advise the Dean and ALT above developing or dissolving contracts with agencies. All contracts are sent to the Office of General Council for review. After legal review, contracts are sent to the Senior Vice President of Health Sciences for signature.
3. Set general priorities and strategies for budgeting; review variances at least quarterly; and recommend allocation of resources to the Associate Dean for Finance and Administration, Dean, and ALT.

C. Council Composition:

Chair:	Associate Dean of Faculty Practice (ADFP) (voting)
Staff Support:	Executive Assistant of the ADFP (non-voting)
Members:	Clinical Director of each practice area (voting) Faculty member representing each primary practice area: midwifery/women's health, behavioral health, and primary care Operations Manager of each practice area (voting) Nurse Manger for the Juvenile Justice Practice (voting) Non-APRN registered nurse from one practice setting (voting)
Advisor:	Chair of Exective Committee/College Council (voting) Associate Dean for Finance and Administration (voting)
Guests:	Any invited person who does not have voting privileges. All practicing faculty and staff are welcome to attend any open meeting (non-voting).

(Note that the above list may be revised as appropriate by the Dean and Council Chair in accord with changes of programs/positions, without requiring formal re-approval of the College Council Charter).

D. Quorum: Fifty percent plus one (50%+1) of the FPC members with voting privileges shall constitute a quorum.

6. Staff Leadership Team (SLT)

A. Function: Collaborates with the Staff Representative Council-Staff (SRC-Staff) to review and propose solutions to issues of concern for CON staff including policy changes, employment practices, forthcoming communications from the University and campus community leaders, standards and expectations.

B. Team Composition:

Chair:	Associate Dean for Finance and Administration (voting)
Staff Support:	As assigned (non-voting)
Members:	(2) elected staff representatives (voting) Academic Programs Manager (voting) Administrative Director, Clinical Affairs and Faculty Practice (voting) Director of Systems and Technology (voting) Director of Research and Science (voting) Director of Student Services (voting) Executive Director of Simulation (voting) Senior Director, Office of Advancement (voting) Chair of the Staff Representative Council (SRC) (voting)
Ex-officio:	Chair of Exective Committee/College Council, as needed (voting)

(Note that the above list may be revised as appropriate by the Dean and Council Chair in accord with changes of positions, without requiring formal re-approval of the College Council Charter).

C. Quorum: Fifty percent plus one (50%+1) of the SLT members with voting privileges shall constitute a quorum.

7. Staff Representative Council--Staff (SRC-Staff)

A. Function: Serves as an informational and representative group for the College of Nursing staff. Reviews CON and University policy implementation and changes affecting staff. Advises and provides problem-solving for issues of concern to staff and requiring staff input. Oversees staff recognition, service awards. Coordinates activities that enhance the interaction of staff and faculty on an informal basis. Serves as a resource for integrating and mentoring new staff.

B. Committee Composition:

Chair(s):	A Chair (or Co-Chairs) is a staff member [one of the six voting staff members of the SRC-Staff] elected by the staff for a 1-year term (voting). Chair convenes and presides at the College of Nursing All-Staff meetings. This is a leadership position representing all staff in the College of Nursing as a voting member of the College Council and voting member of the Council Executive Committee and the Staff Leadership Team. Chair may also serve as a representative of the SRC-Staff on selected administrative committees in the College.

Faculty representatives are appointed by CNACS for 2-year staggered terms.

Staff Support:	As assigned (voting)
Members:	(6) staff (voting)
Ex-officio:	(1) faculty from the College of Nursing HSCBC Division (non-voting) (1) faculty from the College of Nursing ACC Division (non-voting) (1) Chair-Elect of the College Council (non-voting)

(Note that the above list may be revised as appropriate by the Dean and Council Chair in accord with changes of programs/ positions, without requiring formal re-approval of the College Council Charter).

C. Quorum: Fifty percent plus one (50% + 1) of the members with voting privileges shall constitute a quorum.

8. Student, Community, and Global Engagement Advisory Committee

A. Function: Advises the Director of the Student and Community Engagement and the Director of Global Health (or equivalent position) with new and ongoing education and co-curricular projects and programs in community engaged learning, undergraduate and graduate research, global health, and related areas. Provides budgetary advisement and planning for student, community, and global engagement programs and projects.

Serves as a voice for the CON in community engagement and global health activities. Collaborates with other University of Utah entities (e.g., Bennion Center, Youth Protections, University and Health Sciences Global Health programs, and departments) directly related to student, community, and global engagement to ensure compliance with university guidelines and policies.

Approves all Student, Community, and Global Engagement associated projects by the committee or designated sub-committee. Final approval will be by the Student, Community, and Global Engagement project's associated curriculum committee. If oversight approval is needed for projects, final approval will be as follows:

1. Programmatic final approvals through Academic Programs Team (APT)
2. Budgetary final approvals through Academic Leadership Team (ALT)

Any curriculum management roles of the Student, Community, and Global Engagement Advisory Committee are described in the College's Curriculum Management Plan, in accord with Policies 6-001 and 6-500.

All global health projects will be approved by the faculty advisory committee in collaboration with participating entities (e.g., other interdisciplinary faculty, Global Health Department for Health Sciences, and the College of Nursing Dean).

B. Committee Composition:

Co-Chairs:	Director of Student and Community Engagement and Director of Global Health (voting)
Staff Support:	As assigned (non-voting)
Faculty Advisors:	Appointed for the following Student, Community. and Global Engagement projects: Community Engaged Learning (CEL) (voting) Global Health (voting) Undergraduate Research (voting) Honors (voting) Health Policy (voting) LEAP (Learning, Engagement, Achievement, and Progress) (voting)
Other Faculty:	Faculty engaged in Student, Community and Global Engagement projects as determined by the Chair/Co-chairs (voting)
Other Faculty:	Any faculty interested in Student, Community and Global Engagement (non-voting)
Advisors:	Office of Advancement: appointed representative (non-voting)

Membership will fluctuate depending upon the number of faculty advisors and those involved in projects. The Committee will consist of Student, Community, and Global Engagement project faculty advisors, Chair, and Office of Advancement representative. Members will be defined by Student, Community, and Global Engagement faculty advisor positions.

Students engaged in projects may be invited by the Chair. Terms of membership are associated with

the Student, Community and Global Engagement Co-Chairs and Faculty Advisor positions for Student, Community and Global Engagement programs. Duties are defined by associated positions. Other faculty terms are determined by the length of associated project.

(Note that the above list may be revised as appropriate by the Dean and Council Chair in accord with changes of programs/ positions, without requiring formal re-approval of the College Council Charter).

C. Quorum: Fifty percent plus one (50% + 1) of the Student, Community and Global Engagement members with voting privileges shall constitute a quorum.

ARTICLE IX. AMENDMENTS TO CHARTER—PROCESS AND HISTORY

Process: The Charter may be amended by a process which begins with a two-thirds vote of the Council members. Due written notice of proposed amendments must be submitted to each Tenure-line and Career-line faculty voting member of the Council 5-working days prior to the meeting. Amendments then must be ratified by a majority vote of the Tenure-line and full time (0.75 FTE or greater) Career-line faculty, and finally approved by the Academic Senate Executive Committee (which oversees college councils on behalf of the Senate, per University Policies 6-001, 6-003). Approved charters are filed with the Secretary of the Senate in the Academic Senate Office, and with the Office for Faculty --Sr. VP for Academic Affairs. Contact those offices for further information about the amendment and approval process.

History.

a. Current version of Charter:
Version 2021-01.
Executive Committee Approval February, 2022; College Council Approval May, 2022;
Final Approval – June 6, 2022 Academic Senate Executive Committee. Presented for the Information of the Academic Senate Aug. 2022

b. Immediate past version of Charter:
Version 2017-04. Draft Informal Approval as of June, 2014; College Council Vote Pending Revised Dec 12, 2014
Revised Feb 24, 2015
Revised Mar 3, 2015 by Governance and Separate Standing Committees Revised Apr 6, 2015 by Governance and Separate Standing Committees Revised May 7, 2015 by Governance and Separate Standing Committees Revised Oct 5, 2015 by Governance and Separate Standing Committees Revised Nov 24, 2015 by Governance and Separate Standing Committees Revised May 2, 2016
Approval and ratification Mar 27, 2017 by current faculty
Final Approval – April 17, 2017 by Academic Senate Executive Committee. – May 1, 2017 presented for the Information of the Academic Senate.

c. Prior versions of Charter:
History of Charter and Committee Structure Revisions. Nov 2, 1981; Feb 1, 1982; May 16 & Jun 6, 1983; Jun 7, 1984; May 5, 1986; Apr 24, 1989; Mar 8, 1991; May 20 & Oct 14, 1994; May 26, 1995; Mar 1, 1996; Mar 14, 1997; Feb 13, May 8 & Oct 2, 1998; Mar 26, Apr 9, Aug 4 & Sep 24, 1999 (Preamble Approved); Mar 10, April 14 & Sep 22, 2000; Apr 10 & Aug 29, 2001; Mar 31, 2003; Apr 22, 2005; Sep 9, 2005 (Preamble Revised); Nov 7, 2005 (Name change, RPT Oversight Committee); Apr 21, 2006 (Preamble and Committee Structure revised); Sep 8, 2006 (Master's, Doctoral & Research Committees); Apr 24, 2007 (Outreach Committee, Student Participation); Preamble revised: Robert's Rules of Order and clarification of chairperson voting privileges); Apr 7, 2008 (Addition of GIPAC, SLCAC Committees, editorial changes to functions of BCC, BAAC, Revised ARPT Committees to reflect changes in PPM, ex- officio members added to CNACS, Scholarship). Apr 23, 2009 (Editorial changes). Sep 10, 2010 (Academic Misconduct and Appeals name change, Scholarship Committee as 2 subcommittees, add advisors to Scholarship, BCC). Nov 17, 2015 (revisions to Preamble and Standing Committees).

X. APPENDICES.

Note that the contents of these appendices are not reviewed and approved by the Academic Senate Executive Committee, and they may be updated as needed with approval of the Dean and current Chair of the College Council.

Appendix A

Materials related to Shared Governance:

i. University of Utah Regulations Library http://regulations.utah.edu/academics/guides/academic-governance/academicGovernanceGenerally.php

ii. American Association of University Professors http://www.aaup.org/our-programs/shared-governance

iii. Association of Governing Boards http://agb.org/

Appendix B

i. University of Utah Regulations Library http://regulations.utah.edu

ii. Student Selection Process for College of Nursing Committee Service http://nursing.utah.edu/students-services/student-selection-process.php

Appendix C

i. Policy 6-303 Tenure-line Faculty Retention, Promotion, Tenure. University of Utah Regulations Library http://regulations.utah.edu/academics/6-303.php

ii. Regulations regarding college councils. Policy 6-003 College Councils. Supplemental Resources for Policy 6-003 SR6-003. University of Utah Regulations Library http://regulations.utah.edu/academics/6-003.php.

iii. Regulations regarding Curriculum Management Plans. Policy 6-001. Policy 6-500. Guideline 6-001A http://regulations.utah.edu/academics/6-500.php