

Agreement Regarding Committees in the College of Nursing and Health for the 2015-2016 Academic Year

August 5, 2015

In response to the July 3, 2014 report from Office of Equity and Inclusion Director Matthew Boaz, the University and the AAUP-WSU collaboratively seek "to assist in improving the daily activities and environment within the College of Nursing and Health" (Boaz Report, p. 5). Toward that end, the University and the AAUP-WSU agree (1) to temporarily revise the CoNH committee structure, and (2) to monitor the meetings of CoNH committees throughout the 2015-2016 academic year.

1. Revised Committee Structure for CoNH

For the 2015-2016 academic year, Article II of the CoNH Bylaws, "College of Nursing and Health Standing Committees," and also NTE CBA section 13.5.3.1 (2) are hereby suspended and replaced by "College of Nursing and Health Committee Structure for AY 2015-16," as set forth, below, in this Agreement. These interim provisions will be replaced by revised CoNH Bylaws that will be finalized some time during the 2015-2016 academic year.

2. Monitors for Meetings

During the 2015-2016 academic year, the AAUP-WSU and the University will jointly monitor the meetings of CoNH Faculty Senate and its Standing Committees, subcommittees, and ad hoc committees. At their discretion, AAUP-WSU and the University will each send one representative to attend each college committee and subcommittee meeting.

- Committee and subcommittee chairs must notify Martin Kich at <martinkich@gmail.com>, Steven Berberich at <steven.berberich@wright.edu>, Bill Rickert at <bill.rickert@wright.edu>, and the AAUP-WSU office at <aaupwsu@gmail.com>, of the time and place of all meetings of their committees at least one week in advance or, in the case of a genuine emergency, as soon as possible. If such notice is not provided, then any business conducted at that meeting will be null and void.
- Normally, AAUP-WSU and University representatives who attend these meetings will act as observers only and will not participate in discussions unless they are asked to speak by the committee chair.

College of Nursing and Health Committee Structure for AY 2015-16

CoNH FACULTY SENATE.

The CoNH Faculty Senate (hereinafter, the "Faculty Senate" or just the "Senate") is responsible for the oversight of all CoNH business and programs.

a. Membership:

- 1) Voting members: All Bargaining-Unit Faculty Members (TET and NTE).
- 2) Nonvoting members with voice but no vote: Dean, Associate Dean(s), Assistant Dean(s), and CoNH staff members as appropriate.

b. Meetings

- 1) Meetings shall be held once a month during the regular academic year ("regular meetings"). Additional meeting may be held as needed.
- 2) The Chair of the CoNH Faculty Senate for AY 2015-16 will be specified jointly by the University and AAUP-WSU.

c. Duties

The Senate responds to, and when appropriate votes on, matters brought to attention by the college committees and to broader college issues (e.g., those raised in the Senate itself). It serves as a discussion and recommendation body for:

- 1) Enrollment management.
- 2) Fiscal recommendations.
- 3) Strategic plan for CoNH.

CoNH STANDING COMMITTEES

a. Membership:

Committee membership (voting members) for AY 2015-16 will be specified jointly by the University and AAUP-WSU. Before selecting committee members, the AAUP and the University will make a good faith effort to obtain faculty preferences and recommendations regarding committee assignments. In addition, the Dean or designee shall serve ex officio and shall have voice but not vote for all college standing committees. Additional non-voting members are specified below for individual committees.

b. Chair:

At its first meeting in fall 2015, each committee will elect its chair for AY 2015-16 from among its voting members.

Committee chairs shall be responsible for submission of an annual report to both the Dean and the Chair of the CoNH Faculty Senate.

c. Agenda:

The agenda for the standing committees shall be determined by the chair and distributed at the beginning of the meeting. Any committee member can add agenda items.

d. Voting:

Voting may take place only if more than half of voting-eligible committee members are present.

e. Meetings: In addition to regularly scheduled meetings, the chair of any committee may call a special meeting any time during the academic year. If at all possible, members should receive notice five calendar days in advance of special meetings.

Faculty Affairs Committee:

Responsibilities of the Faculty Affairs Committee are to:

- 1) Plan, implement, and evaluate professional faculty development activities.
- 2) Develop, review, and suggest revisions to the CoNH faculty orientation plan, overseeing its implementation.
- 3) Coordinate the process for CoNH peer-selected faculty awards and revise as needed.
- 4) Review and suggest revisions faculty-related policies as needed.
- 5) Coordinate faculty mentorships.

Bylaws Committee:

The Bylaw Committee will work cooperatively with the University and AAUP-WSU in crafting replacements for the current CoNH bylaws.

Undergraduate Curriculum Committee:

Non voting members will include all Directors of Undergraduate Programs who are not BUFMs, Associate Dean for Academic Affairs, Assistant Dean for Undergraduate Programs, Clinical Placement Coordinator, Director of the Learning Resource Center, Director of Student and Alumni Affairs, Student Success Coordinator, and one undergraduate student.

Responsibilities of the Undergraduate Curriculum Committee are to:

- 1) Make recommendations regarding undergraduate courses and curricula in CoNH.
- 2) Make recommendations regarding requirements for undergraduate admission and/or readmission to the CoNH.
- 3) Review and act upon undergraduate student petitions and progression issues using university guidelines.

Graduate Curriculum Committee:

Non voting members will include all Directors of Graduate Programs who are not BUFMs, all Directors of program concentrations who are not BUFMs, Associate Dean for Academic Affairs, Assistant Dean for Graduate Programs, Clinical Placement Coordinator, Director of Learning Resource Center, Director of Student and Alumni Affairs, an one graduate student.

Responsibilities of the Graduate Curriculum Committee are to:

- 1) Make recommendations regarding graduate courses and curricula in CoNH.
- 2) Recommend graduate faculty status for individuals seeking regular or adjunct graduate faculty status through the School of Graduate Studies.
- 4) Maintain a list of faculty members granted chair status for theses and projects.
- 5) Make recommendations regarding requirements for graduate admission and/or readmission to the CoNH.
- 6) Review and act upon graduate student petitions and progression issues using university guidelines.

Program Assessment Committee:

Non voting members will include Assistant Dean for Graduate Programs, Assistant Dean for Undergraduate Programs, and Student Success Coordinator.

Responsibilities of the Program Assessment Committee are to:

- 1) Collect from all faculty (here, including adjuncts and administrators) information needed for accreditation.
- 2) Review data trends to make recommendations for improvement to undergraduate, graduate and certificate programs.

3) Review and recommend modifications to the program assessment plan as needed with input from faculty and student affairs.

4) Review, recommend changes, and implement the CoNH Evaluation and Quality Improvement Plan (EQIP).

Technology Committee:

The Technology Committee shall make recommendations on matters related to instructional technologies; curricular standards, course quality, faculty preparation and support for distance learning; and technical support for faculty.

Promotion and Tenure Committee:

Voting may include one or more straw votes. However, all votes, including the final vote, must be made by secret ballot.

Members must be present to vote.

Responsibilities of the P & T Committee:

1) Pursuant to the TET CBA, provide annual written statements summarizing cumulative progress toward obtaining tenure for untenured TET BUFMs

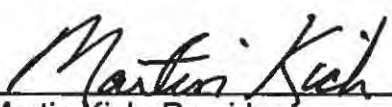
2) Pursuant to the TET CBA, provide a statement summarizing progress toward promotion for any tenured TET BUFM who requests it.

3) Review files of and vote on candidates for promotion and tenure.

4) Review and make recommendations on applications from TET BUFMs for professional development leave.

Clinical Assistant Professor Promotion Committee:


The Clinical Assistant Professor Promotion Committee will review files of and vote on candidates for promotion to Clinical Assistant Professor.



Martin Kich, President
AAUP-WSU



Steven J. Berberich, Associate Provost
for Faculty and Staff Affairs



Noeleen McIlvenna, Contract Administrator
AAUP-WSU