

SAS governance structure as proposed in Preliminary SAS Bylaws Draft

In the Preliminary Draft of SAS Bylaws:	How this compares to present practice:
<p>Article I The Faculty of SAS People who hold an appointment in a department of SAS, all full-time, part-time, and adjunct faculty.</p> <p>Faculty on permanent lines are voting members; those on non-permanent lines are non-voting members.</p> <p>This distinction is used in Article IV in stating the membership of the Council of Chairs and in Articles IX and X in indicating who can vote on a faculty school-wide vote.</p>	<p>There is presently no explicit definition of the school faculty. But the draft follows the CUNY Bylaws (Article 6.4.b) which has departments as the units for faculty appointment: “Except for the appointment of persons whose sole educational duties shall be administrative, all original appointments to the instructional staff shall be made to a department.”</p> <p>There is presently no such distinction at the school level. The CUNY Bylaws, Article 8.1, gives permanent professorial line faculty the right to vote in whatever faculty of which they are a member. The CUNY Bylaws allow other full-time faculty to be given voting rights (Article 8.2). SAS departments vary here. So the draft follows the recent Hunter Governance Charter (HGC) revision (see HGC IV.2.A) in putting all permanent line faculty together, so grouping Lecturers and Doctoral Lecturers with professorial line faculty. (Distinguished Lecturers are not permanent line faculty.)</p>
<p>Article II Dean of SAS & Office of Dean Describes duties of Dean and office of Dean consistent with CUNY Bylaws and HGC.</p>	<p>Duties same as present.</p>
<p>Article III SAS Executive Committee (EC) This will be a policy committee that may act on issues in areas of faculty responsibility not addressed in the SAS Curriculum Committee or P&B committees.</p> <p>a. Agenda is prepared by a Steering Committee consisting of the Dean and 4 faculty members (Chair of Council of Chairs, and 1 dept chair elected from each divisional P&B committee).</p> <p>b. Meetings are chaired by the Dean. Members (all with vote) are the Dean and all SAS Dept Chairs. Voice representation is given to faculty heads and/or directors of non-departmental interdisciplinary programs in SAS (as registered by Senate), and other college programs that require or offer specific SAS courses for their students that are not overseen by a department (including Scholar Cohorts, THHP and MHC).</p>	<p>This would replace the SAS Advisory Committee, a non-voting body that advises the Dean via discussion of issues. The EC will fill a governance void: school issues in the SAS faculty’s purview (footnote 4 of Article I.B) have at times been dealt with by an administrative office or only at the Senate-level.</p> <p>The SAS Advisory Committee agenda is set by the Dean (often with input sought from attendees).</p> <p>Meetings of SAS Advisory Committee are chaired by the Dean. Members are the Dean, all SAS Dept Chairs and interdisciplinary program directors, including directors of Thomas Hunter Honors Program and Macaulay Honors College at Hunter.</p>

<p>Also attending with voice would be representatives of CLT, HEO and non-HEO staff, and two student representatives.</p>	<p>Students and staff representatives do not usually attend the SAS Advisory Committee.</p>
<p>Article IV Council of Chairs – Members are SAS Dept Chairs and faculty heads or directors of non-departmental inter-disciplinary programs, with the requirement that they be also voting members of faculty of SAS.</p> <p>Chair is elected.</p> <p>This faculty advisory body would make recommendations to the Steering Committee of the Executive Committee for its agenda, as well as to the Dean and other college offices.</p>	<p>At present, except for the Dean, this has same attendees as the SAS Advisory Committee (listed above).</p> <p>Same as present.</p> <p>First formed when SAS was established in 1998, went dormant and revived in Fall 2014. It is and will be a forum for chairs & program heads to share information, best practices, and discuss matters of interest to SAS.</p>
<p>Article V P&B Committees New additions: the draft specifies a process for changing the committees (prior to being submitted to Senate for approval). Also each committee will elect a representative for the Steering Committee of the EC.</p>	<p>Same as present P&Bs; procedures the same. Present P&B committees were established by a resolution of the CUNY BoT to mirror prior divisions; changes of membership between committees require approval of Senate, President, and CUNY BoT.</p>
<p>Article VI SAS Curriculum Committee The structure in the draft reflects the current subcommittees, with the ability to meet as a whole. Student and interdisciplinary reps are added as required by the HGC. As its charge is stated in the HGC, the committee may also originate its own proposals. HGC also states that the Dean is a voting member. The draft makes the Dean, or the Dean’s designee, the chair of the committee and each divisional subcommittee.</p> <p>Following the Senate requirement that all curriculum proposals must be approved by an appropriate school or divisional committee(s), all curriculum proposals initiated by a program (wherever housed), where the program involves courses housed in SAS (i.e., falls under the SAS committee’s purview), are to be reviewed by this committee as a whole or by an appropriate divisional subcommittee.</p>	<p>At present, the SAS Curriculum Committee divides the review of curriculum proposals among three subcommittees that mirror the SAS P&B committees. In special cases it has met as a whole for informational purposes. At present, the Dean’s designee facilitates the preparation and distribution of materials and prepares the agenda, but each subcommittee has a faculty chair who runs the meeting.</p> <p>This follows current Senate rules laid out in A.III of <i>Procedures for Preparing and Submitting Curriculum Proposals for College Approval</i> (Fall 2015).</p>

<p>Article VII SAS Special Prefix Courses This formalizes the approval process for course proposals for special school prefix courses (e.g., HUM, SAS, SCI, and SOSCI) in accordance with Senate approved procedures with the proposal being sponsored by a department or one or more of the school's curriculum subcommittees.</p> <p>This article also explicitly states that the scheduling and offering of these courses must follow normal curriculum and personnel governance processes and procedures.</p>	<p>A present gap in governance. At present, there is no explicitly stated curriculum approval process for proposals for special school prefix courses.</p> <p>In some cases, these courses have been scheduled and instructors have been hired to teach independently of any SAS Dept Chair or P&B committee or other Senate approved program governance structure.</p>
<p>Article VIII Meetings of SAS – These meetings will be held at least once per year with date announced by October 1. Additional meetings may be called by Dean, the Steering Committee of the EC, or a petition of 10% of voting faculty. Voice is given to all SAS faculty, staff, and students, and others with concerns overlapping SAS.</p> <p>No votes are held at these meetings. But any matter going up for a vote of the faculty (see Article IX) must first be presented and discussed at a meeting of SAS prior to a vote.</p>	<p>No such meetings in recent memory.</p>
<p>Article IX Actions of the SAS Faculty These are votes taken by all voting members of SAS. They may be called by the Dean, or the EC, or a petition of 20% of the voting SAS faculty (appropriately, the latter two are stronger requirements than those involved in just calling a meeting of the school).</p> <p>The EC is given the right to determine the voting procedure, but absent that, voting would be a faculty vote by secret ballot. Departments would only facilitate the collection of ballots.</p>	<p>There is presently no written and approved procedure for a faculty school-wide vote. The two faculty votes held in Spring 2013 and Spring 2014, were taken at department meetings and, in one case, by an additional vote at an Advisory Council meeting.</p>
<p>Article X Ratifying and Revision Bylaws</p>	<p>No present procedures.</p>