

Structures for Governance of Academic Programs in CUNY senior colleges
(see <https://www.cuny.edu/about/administration/offices/legal-affairs/governance-plans/>)

I. Fundamental-level Faculty Governance

A. Only via Departmentally Governed or Constituted Faculty Structures:

1. Governance through a department or a cooperative arrangement between departments

Baruch from Governance Charter

Article VIII Departmental Structure

The most fundamental unit for the expression of faculty rights is the department. In the case of a school that functions as a department of the whole, the school is considered an academic unit equivalent to a department, and its elected coordinator for faculty advisement shall be considered the equivalent of a departmental chair as defined in CUNY Bylaws.

Each Department of the College shall have a set of Bylaws under which it will operate, and which shall be ratified by a two-thirds vote of the members with faculty rank or status of the Department. They shall be consistent with the Bylaws and Regulations of the Board of Trustees and of the General Faculty, and with this Governance Charter.

D. Curricula and Programs

Departments shall elect a Curriculum Committee, which shall exercise initiatives for the expression of faculty rights over programs and course offerings in the appropriate disciplines or cross disciplines of the Department.

Programs within a department are subject to its governance system. Programs developed as collaborative efforts between or among departments shall be governed as agreed upon by the departments concerned. The maximum life of an interdepartmental program shall be three years before a written governance plan for such a program shall be approved by each participating department.

2. There are formally recognized non-departmental academic units consisting of faculty members of different departments, but appointments and curriculum governance is still through departmentally constituted committees.

College of Staten Island from Governance Charter

An *academic unit* is a group of Faculty Members within the College who have curricular and/or scholarly responsibilities. The academic units of the College include the following:

“Department”: The unit to which each Faculty Member is appointed and considered for promotion and tenure or a certificate of continuous employment. Responsible for developing, teaching, and assessing a curriculum leading to one or more degrees and/or certificates. Headed by an elected Chair (except for the Library Department; see Article III, Section 2f), and having a specific organization and duties as enumerated in Article III.

“Departmental or Interdisciplinary Program”: A set of Faculty Members from one or more Departments who are responsible for developing, teaching, and assessing a curriculum that may lead to degrees and/or certificates. No formal role in faculty appointment, tenure, and promotion. Headed by an elected or appointed Director.

[Programs do not have their own curriculum committee independent of Departments:]

The Faculty Senate Curriculum Committees (“Curriculum Committees”) shall review, evaluate, and make recommendations concerning all departmental and interdepartmental programs including majors, minors, pre-majors, and concentrations, and the courses within such programs. All curricular proposals shall originate in the appropriate Department or program, including the Macaulay Honors College and Verrazano School. Each Division or School may create internal bodies to forward items from Departments to the appropriate Curriculum Committee of the Faculty Senate. Interdisciplinary courses and programs shall be considered by all involved Departments and appropriate committees.

Section 2. Department Organization and Elections

Each Department, subject to the provisions of the Board of Trustees bylaws and the College Governance Plan, shall have control of the academic policies of the Department through the vote of its faculty members. Each academic Department shall cooperate with related academic Departments and with the College administration in general in the development and achievement of College-wide objectives.

Section 4. Duties of Department Chair

Section 4a. General Duties

The Department Chair shall be the executive officer of the Department and shall carry out the Department's policies as well as those of the faculty and the Board of Trustees that are related to the Department. The Chair shall provide leadership in the areas of teaching effectiveness, curriculum, and program development, and foster collegial and professional relationships among the staff.

Section 4b. Specific Duties

The Chair shall:

- (1) be responsible for Departmental records;
- (2) be responsible for assigning courses to and arranging programs of instructional staff members of the Department;
- (3) be responsible for the recruitment of faculty subject to the approval of the Department Appointments Committee;

3. A Department for Interdisciplinary Studies

John Jay <https://www.jjay.cuny.edu/departments-interdisciplinary-studies-isp>

The department houses the Gender Studies Program and the Interdisciplinary Studies Program. The latter offers team-taught courses using professors from different departments. Not all interdisciplinary curricular programs are housed here. It does house the lines for Gender Studies.

B. Via Non-Departmentally Constituted Faculty Structures - Programs constitute their own governance structures to correspond with departmental governance structures.

CCNY from Governance Charter

ARTICLE VIII Personnel and Budget Committees

The Faculty of each School in The City College shall establish a committee or committees on faculty personnel and budget. The manner of constituting the several Committees and the procedure to be followed by them shall be subject to the approval of the President and the Dean of the School involved.

Where no Personnel and Budget Committee exists, The Review Committee shall be the Personnel and Budget Committee. The Executive Committee of Programs, Centers and Institutes shall be their Personnel and Budget Committees and shall be referred to the Review Committee through the appropriate academic administrator.

ARTICLE IX Departmental Structure

Each Department and Program shall have a set of Bylaws, under which it will operate, which shall be ratified by a two-thirds vote of the members with Faculty rank of the Department. The Bylaws shall, minimally, include an Article on an executive committee in which, in each Department, the size shall be determined by the total number of Professors, Associate Professors, Lecturers, Instructors, and the full-time equivalent of part-time staff in comparable titles.... The Chairman of the Department shall be a member of the Executive Committee, and he will also automatically serve as Chairman of the Executive Committee. He and the other members of the Executive Committee are to be elected at the same time, and for a term of three years. A majority of the Executive Committee shall consist of tenured persons in the Department. The Executive Committee shall serve as the Appointments Committee, the Personnel and Budget Committee (except as set forth below with respect to Faculty Tenure and CCE Procedures), and the Committee on Educational Policy of the Department.

Programs, Centers, and Institutes shall, to the extent appropriate, conform to the guidelines for Department governance described herein.

Queens from The Governance of Interdisciplinary Programs, Centers and Institutes, Queens College Rules for Interdisciplinary Programs:

(See <https://www.qc.cuny.edu/about/administration/Provost/Policies/Pages/interdisciplinary.aspx>)

Faculty Advisory Committee:

All interdisciplinary programs that support a curriculum, major, or minor, will have a faculty advisory committee consisting of four Queens College faculty members plus the program director. At least one faculty member from each discipline represented in the program should serve on the committee. The advisory committee shall be elected by faculty members teaching in the program. Members of the Faculty Advisory Committee shall be elected for a term not to exceed three years, but may be reappointed. Programs are encouraged to develop external advisory boards or to involve alumni and community members as appropriate.

Committees should review curricular and policy matters. Recommended major changes should be forwarded to the Committee on Interdisciplinary Programs, Centers and Institutes which will make a recommendation to the appropriate Senate curriculum committee. Minor curricular changes will be forwarded to the committee for informational purposes at the same time as they are sent to the curriculum committee. Curricular and policy changes that appear in the Bulletin should be forwarded to the dean or administrator overseeing the program at the same time it is forwarded to the Senate.

Terms for Program Directors:

Directors of all interdisciplinary programs that support a curriculum, major, or minor shall have a 3-year renewable term. The Office of the Provost will solicit nominations, including self-nominations, in early spring of the last year of the term. The Faculty Advisory Committee as well as the Committee on Interdisciplinary Programs, Centers and Institutes will review the nominations and make a recommendation to the provost. The current director must recuse him/herself, and the recommendation to the provost will be strictly confidential. The provost will select the director in consultation with the President. In the event a director is no longer able to serve, the provost will solicit advice from the aforementioned bodies and, in consultation with the President, appoint an acting director to serve the remainder of the academic year. The nomination process for a new director, to complete the remainder of the term, will commence in the spring as above.

II. Higher-level Faculty Governance of Academic Programs (besides school and college curriculum and P&B committees)

CCNY

Creation and approval of new program involving more than one school is via a committee on educational policy

Article I Faculty Senate

Section 2 Organization

c. **a committee on educational policy** which shall consider and make recommendations to the Faculty on questions of educational policy which are not wholly within the purview of the Faculties or Faculty Councils of the various Schools. Such questions shall include the creation and approval of new Schools or new Programs, Institutes or Centers involving more than one School. Reports and recommendations emanating from this Committee shall be brought before the Faculty Senate, and, as approved or modified by the Senate, referred to the Provost for appropriate action. The Committee shall be composed of a faculty representative elected from among each of the Curriculum Committees of the various Schools, 5 elected representatives of the Faculty Senate, and the Provost ex officio.

Section 3 Powers

The Faculty Senate shall, in addition to, the powers and duties implied in the creating of the standing committees listed above, be the authentic voice of the Faculty of The City College of The City University of New York in all matters which may appropriately be brought before it, including:

g. the Faculty responsibilities (i.e., admissions policy, retention standards, credits, curriculum and degree requirements, the granting of degrees, and personnel matters) for inter-school or College-wide Programs, Institutes and Centers, which are not wholly within the purview of the Curriculum Committees or Faculties of the various Schools;

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Program Directors vote for their representative on Faculty Senate and some Senate Committees:

Section 2c. Faculty Senate Membership

(2) One full-time Faculty Member elected by and from the Directors of the Undergraduate Interdisciplinary Programs, elected for a three-year term. The elected individual may not continue to serve in this position, if, during the term of office, the individual ceases to serve as a Director.

Faculty Senate General Education Committee

(1.2) Membership

(1.2.3) One member elected by the Directors of the Undergraduate Interdisciplinary Programs from the full-time faculty.

Undergraduate Curriculum Committee

(2.1) Purpose:

Review, evaluate, and make recommendations concerning all departmental, interdepartmental and interdisciplinary undergraduate programs including majors, minors, pre-majors, certificates, and concentrations, and the courses within such programs. All curricular proposals shall originate in the appropriate Department or program.

(2.2) Membership:

(2.2.5) One member elected by the Directors of the Undergraduate Interdisciplinary Programs from the full-time faculty.

(3) Library Committee

(3.2) Membership:

(3.2.5) One member elected by the Directors of all Interdisciplinary Programs from the full time faculty.

Queens

A College P&B subcommittee reviews nominations for program directors and program curriculum proposals.

College P&B Committee on Interdisciplinary Programs, Centers and Institutes

The Committee on Centers and Institutes has been renamed the Committee on Interdisciplinary Programs, Centers and Institutes. Additional responsibilities will include reviewing nominations for center, institute and program directors, reviewing recommended curriculum changes, and review of program, center and institute self-studies.

[Program] Committees should review curricular and policy matters. Recommended major changes should be forwarded to the Committee on Interdisciplinary Programs, Centers and Institutes which will make a recommendation to the appropriate Senate curriculum committee. Minor curricular changes will be forwarded to the committee for informational purposes at the same time as they are sent to the curriculum committee. Curricular and policy changes that appear in the Bulletin should be forwarded to the dean or administrator overseeing the program at the same time it is forwarded to the Senate.

[Role of subcommittee in appointing program directors]

Directors of all interdisciplinary programs that support a curriculum, major, or minor shall have a 3-year renewable term. The Office of the Provost will solicit nominations, including self-nominations, in early spring of the last year of the term. The Faculty Advisory Committee as well as the Committee on Interdisciplinary Programs, Centers and Institutes will review the nominations and make a recommendation to the provost. The current director must recuse him/herself, and the recommendation to the provost will be strictly confidential. The provost will select the director in consultation with the President. In the event a director is no longer able to serve, the provost will solicit advice from the aforementioned bodies and, in consultation with the President, appoint an acting director to serve the remainder of the academic year. The nomination process for a new director, to complete the remainder of the term, will commence in the spring as above.