

Summary of Bylaws Changes

Highlights of Major Changes

- All faculty will now vote in the faculty organization. Previously there was a vote to see which term people could vote. We have eliminated that.
- There is a decrease in number of tenured faculty needed on ancillary committees. Instead tenure faculty have designated seats on the committees most crucial for faculty representation including Appointment, Promotion and Tenure, Faculty Council and the Unit Effectiveness Committee. There was an immense strain on our limited number of tenured faculty to serve on a number of committees previously. The new structure allows for the work to be spread over all faculty while designating tenured faculty to the most appropriate and critical spots.
- 2 Academic Affairs Committees BSN/MSN and Doctoral are now 5 committees with each committee focusing on each school of Nursing Program: BSN, RN-BSN, MEPN, DNP and PhD.
- Several new committees were added. The philosophy was to have more committees but smaller in number with more focused functions. A few people focusing on one or two things should work better then 8 to 10 people focusing on 5 things.
- A specific Diversity committee was created.

Chart of Bylaws Changes

Article I - Preface

2014 Approved Bylaws	Bylaws as approved Sept 2020	Summary of Changes
<p>These Bylaws and Rules are the official statement of the organizational structure and the rules of governance and procedures of the Faculty of the School of Nursing (SON). The School of Nursing is an official academic unit of the University of Louisville with authority to recommend awarding degrees and certificates and operates under the rules, regulations, and policies of the University of Louisville. These bylaws are declared according to The Redbook (www.louisville.edu/provost/redbook). The</p>	<p>A. These Bylaws and Rules are the official statement of the organizational structure and the rules of governance and procedures of the Faculty of the School of Nursing (SON). The School of Nursing is an official academic unit of the University of Louisville with authority to recommend awarding degrees and certificates and operates under the rules, regulations, and</p>	<p>No Changes</p>

<p>Redbook shall hold precedence in all matters of governance and administration for the School of Nursing. This document, along with its supporting documents, supersedes all other School of Nursing governance documents and constitutes the entire body of the SON governance documents.</p>	<p>policies of the University of Louisville (Hereafter U of L). These bylaws are declared according to The Redbook (www.louisville.edu/provost/redbook). The Redbook shall hold precedence in all matters of governance and administration for the School of Nursing.</p> <p>This document, along with its supporting documents, supersedes all other School of Nursing governance documents and constitutes the entire body of the SON governance documents.</p>	
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Article II

<p>A. Purpose Except as otherwise provided, the purpose of the Faculty Organization is a mechanism to exercise general legislative powers over all matters pertaining to the personnel policies, criteria, procedures, meetings, admission requirements, curriculum, examinations, instruction and recommendations to the Board of Trustees for granting of degrees in the academic unit (The Redbook).</p>	<p>A. Purpose Except as otherwise provided, the purpose of the Faculty Organization is a mechanism to exercise general legislative powers over all matters pertaining to the policies, criteria, procedures, meetings, admission requirements, curriculum, examinations, instruction and recommendations to the Board of Trustees for granting of degrees in the academic unit (The Redbook).</p>	<p>No Changes</p>
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<p>B. Membership of the Faculty Organization and Privileges of Membership General Faculty in the SON hold faculty appointments according to The Redbook. A general faculty member will consist of any faculty member who holds a full-time or part-time academic appointment, including tenure, probationary or term at the academic rank of professor, associate professor, assistant professor, instructor, or lecturer in the SON. In accordance with The Redbook (section 3.3.1), a majority of full-time faculty in any academic unit shall be probationary or tenured. All members of the General Faculty accept the rights and responsibilities of membership including regular attendance at meetings, active participation, informed actions, and professional dialogue. General Faculty shall consist of voting and non-voting members.</p>	<p>A. Membership of the Faculty Organization and Privileges of Membership The Faculty Organization of the SON shall consist of all full-time faculty (80% and greater) who hold academic appointments regardless of rank or administrative responsibility. All members of the Faculty Organization are expected to participate in the work of the SON including regular attendance at meetings, active participation, informed actions, and professional and civil dialogue.</p>	<ul style="list-style-type: none"> • Took out general and voting faculty • All full-time faculty as defined are now voting members of the organization. There is no separation of full-time academic faculty that some can vote and some can't • Full-time faculty who hold 100% clinical appointment cannot vote as they do not interact with school business • Took out the majority of tenured faculty voting rule • Added professional and civil dialogue to expectations
<p>Voting Members</p> <p>a. Tenured and Probationary faculty who hold a full-time (80% or greater) academic appointment. Probationary and tenured faculty retain voting rights as long as their primary academic appointment remains within the SON.</p> <p>b. Full-time (80% or greater) term faculty members (including professor, associate professor, assistant professor, or instructor) are eligible to be a voting member.</p> <p>i. In years where there is a lack of majority of tenured and probationary faculty within the faculty organization an election will be held to</p>	<p>Voting</p> <p>a. Voting members consist of all members of the Faculty organization who hold a full time (80% or greater) academic appointment in the School of Nursing.</p> <p>b. Faculty who hold 100% clinical appointments which are non-academic in nature and faculty who hold a part-time appointment are not eligible to vote.</p>	<p>See above comments for voting changes</p>

<p>determine term faculty members who will have voting privileges. This assures that term faculty members represent less than 50% of the voting faculty within the SON faculty organization.</p> <p>B. Non-voting members</p> <p>a. Faculty who hold less than 80% appointment within the SON or full-time term faculty who are not elected (when an election is necessary) as identified above.</p>		
<p>Organization Officers</p> <p>a. Chair: A non-administrative voting faculty member who served as vice-chair the previous year for a term of one year.</p> <p>b. The duties of the chair include:</p> <p>i. Preside over the faculty organization meetings.</p> <p>ii. Represent the faculty organization where appropriate.</p> <p>iii. Consultation with the Dean, Associate Deans, committee chairs and directors, as well as graduate and undergraduate student representatives to generate an agenda for the faculty organization meetings.</p> <p>iv. Distribute the agenda to all general faculty at least one week in advance of the faculty organization meeting.</p> <p>v. Mentor the Vice-Chair in matters of leadership and the Faculty Organization in preparation for the position of chair in the subsequent year.</p> <p>b. Vice-Chair: A voting faculty member elected for a term of one year.</p> <p>c. The duties of the vice-chair include:</p>	<p>Organization Officers</p> <p>a. Chair: The meetings will be chaired by the Faculty Council Chairperson or a designated representative.</p> <p>b. The duties of the chair include:</p> <p>i. Preside over the Faculty Organization meetings.</p> <p>ii. Consultation with the appropriate Associate Dean in the appointment of individuals to search taskforces for tenured and probationary faculty</p> <p>iii. Consultation with the Dean, Associate Deans, committee chairs, directors and faculty, as well as graduate and undergraduate student representatives to generate an agenda for the Faculty Organization meetings.</p>	<ul style="list-style-type: none"> • Changed it so that only a tenured faculty member can be chair of the faculty organization. This will be the same person each year as the chair of the faculty council (tenure required). • Small changes to duties of chair • No vice-chair • Clarified duties of the secretary

<p>i. Preside over the faculty organization meeting in the absence of the Chair.</p> <p>ii. Advise the Chair, upon request, on matters of rules of order.</p> <p>iii. The Vice-Chair at the end of the one year term will become the chair for the subsequent year.</p> <p>d. Secretary : One voting term, probationary, or tenured faculty member for a term of one year</p> <p>e. The duties of the Secretary include:</p> <p>i. Record the minutes of the faculty organization meetings.</p> <p>ii. Disseminate the meeting minutes to all general faculty within 2 weeks of each faculty organization meeting and transmit minutes of actions taken by the faculty to the Office of the President and to the University Archives.</p>	<p>iv. Oversee the distribution of the agenda to all faculty at least one week in advance of the Faculty Organization meeting.</p> <p>v. The chair shall oversee notice to the faculty of scheduled meetings at the beginning of each academic year.</p> <p>c. Secretary: One term, probationary, or tenured faculty member for a term of one year</p> <p>d. The duties of the Secretary include:</p> <p>i. Record the minutes of the Faculty Organization meetings.</p> <p>ii. Disseminate the meeting minutes to all general faculty within 2 weeks of each Faculty Organization meeting and transmit minutes of actions taken by the faculty to the Office of the President and to the University Archives and post to current SON organizational management system.</p> <p>iii. record all motions considered in the Faculty Organization meeting</p>	
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	<ul style="list-style-type: none"> iv. ensure motions that are passed receive the appropriate signatures v. post finalized motions to the current SON organizational management system vi. Ensure any documents related to approved motions (e.g. updated/new policies) are appropriately filed 	
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<p>A. The Voting Faculty shall:</p> <ul style="list-style-type: none"> a. Elect Vice-Chair and Secretary annually in accordance with election protocols b. Represent the General Faculty of the SON, by eliciting and expressing the opinions, suggestions, and recommendations of the general faculty. c. Approve official documents related to the faculty of the SON not otherwise specified by the Bylaws. d. Formulate and approve policies, new programs, and programmatic changes that impact the SON as a whole and make recommendations to the Board of Trustees. e. Review, revise, reaffirm, and approve policies, criteria and procedures related to faculty personnel. f. Participate in the evaluation of the structure and governance of the school. 	<p>A. The Faculty Organization shall:</p> <ul style="list-style-type: none"> a. removed b. represent the faculty of the SON by eliciting and expressing the opinions, suggestions, and recommendations of the faculty. c. approve official documents related to the faculty of the SON not otherwise specified by the Bylaws d. formulate and/or approve academic policies, new academic programs, curricula, or programmatic changes within the SON and make recommendations to the Provost and the Board of Trustees. 	<ul style="list-style-type: none"> a. A was removed because the election will occur through nomination of committee members and chair. b-n small changes as highlighted
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<p>g. Hear reports from the Deans, Directors, and committee chairs at each faculty organization meeting and act on motions or written reports.</p> <p>h. Review annual written summary reports from the Deans, Directors, and committee chairs related to the functioning of the SON.</p> <p>i. Adopt and amend bylaws.</p> <p>j. Create standing and special committees from its membership as well as special taskforces to conduct SON business.</p> <p>k. Invite staff and student input in matters related to the SON.</p> <p>l. View and provide input into the strategic plan and fiscal priorities of the SON.</p> <p>B. The non-voting faculty shall:</p> <p>a. Attend Faculty Organization meetings and committee meetings where assigned and participate fully in the discussion at such meetings.</p>	<p>e. Review, revise, reaffirm, and approve policies, criteria and procedures related to faculty personnel.</p> <p>f. Participate in the evaluation of the structure and governance of the school.</p> <p>g. Hear reports from the nursing leadership and committee chairs and act on motions or written reports.</p> <p>h. Review annual written summary reports from the Deans, Directors, and committee chairs related to the functioning of the SON.</p> <p>i. Receive information from the Dean, faculty Senators, and University committees which bear directly or indirectly on the SON</p> <p>j. Adopt and amend bylaws as recommended by the Unit Effectiveness Committee</p> <p>k. Create standing and special committees from its membership as well as special taskforces mto conduct SON business.</p> <p>l.. Invite staff and student input in matters related to the SON.</p> <p>m. View and provide input into the strategic plan and fiscal priorities of the SON.</p> <p>n. meetings shall be open to all faculty who shall have permission of the floor</p>	<p>B removed.. We do not have any non-voting full time academic faculty anymore with this new bylaws</p>
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Article III

<p>A. Administrative Team a. The Administrative team consists of the Dean and any other Associate or Assistant Deans and Directors.</p> <p>B. Appointment a. The Dean shall be appointed by the Board of Trustees in accordance with The Redbook b. The Dean recommends the appointment of Associate or Assistant Deans for approval by the Board of Trustees after seeking recommendations from the Appointment, Promotion, and Tenure (APT) Committee. c. The Dean may appoint Directors or others to an administrative assignment after seeking recommendations from Faculty Organization.</p> <p>C. Administrative Responsibilities a. The Dean will: i. Be the educational and administrative head of the SON (The Redbook). ii. Report to the Provost through the Executive Vice President of Health Affairs. iii. Appoint an Administrative team as detailed above. iv. Appoint Ad hoc committees as deemed necessary for the functions of the SON. b. In addition to items set forth in this document and in The Redbook, responsibilities of the administrative team are detailed in the job descriptions section of the Appendices.</p>	<p>c. The Dean may appoint directors or others to an administrative assignment after seeking consultation from faculty council.</p>	<p>No changes except as written in B.c</p>
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Article III

<p>Section 1: Meetings</p> <p>A. The Faculty Organization and standing committees will meet in person at least twice per academic year, once in the fall and once in the spring.</p> <p>B. A quorum will be greater than 50% of voting faculty within each committee or the Faculty Organization.</p> <p>C. Special meetings of the Faculty Organization may be called at the discretion of the Chair, or within four weeks of a written petition by at least one-fourth of voting faculty.</p> <p>D. Minutes of Faculty Organization and standing committee meetings will be taken, distributed, and archived in accordance with the rules of the University and The Redbook.</p> <p>E. Members who will be absent from regularly scheduled meetings shall give prior notice to the Chairperson.</p> <p>F. Ad hoc committees may be appointed by standing committees and shall report back to the appointing committee.</p> <p>G. Except for Executive Sessions, all meetings are open to all faculty and staff who choose to attend them.</p> <p>H. The Chair shall give notice of all regularly scheduled meeting at the beginning of each academic year.</p>	<p>Meetings</p> <p>A. The Faculty Organization and standing committees will meet in person at least six times per academic year, with a minimum of three meetings a semester.</p> <p>B. A quorum will be greater than 50% of voting faculty within each committee or the Faculty Organization.</p> <p>C. Special meetings of the Faculty Organization may be called at the discretion of the Chair, or within four weeks of a written petition by at least one-fourth of voting faculty.</p> <p>D. Minutes of Faculty Organization and standing committee meetings will be taken, distributed, and archived in accordance with the rules of the University and <u>The Redbook</u>.</p> <p>E. Members who will be absent from regularly scheduled meetings shall give prior notice to the Chairperson.</p> <p>F. Except for Executive Sessions, all meetings are open to all faculty and staff who choose to attend them.</p>	<ul style="list-style-type: none"> • meeting requirement changed from 4 to 6 • h removed – it is already written under chair duties above • f moved to another section.
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<p>Section 2: Nominations and Elections</p> <p>A. Only voting members of the faculty who are not board-appointed administrators or who hold less than 50% administrative assignment may be elected to standing committees of the organization, except where otherwise noted in the bylaws.</p> <p>B. Elected members of standing committees serve staggered terms of two years that begin each year in May following report of the election.</p> <p>C. Required elections for Health Science Center and University committees will be held as needed and will follow the bylaws of those committees.</p> <p>D. The Faculty Affairs Committee will call for nominations for committee membership consistent with the bylaws 6 weeks prior to the final Faculty Organization meeting of the academic year.</p> <p>E. A final ballot consistent with the bylaws, which primarily takes in consideration the needs of the unit and secondarily faculty preference, will be submitted to the faculty for a vote 2 weeks before the final faculty organization meeting of the academic year.</p> <p>a. The final slate shall not be changed, but write-in votes are permitted if the nominee consents.</p> <p>F. Individual(s) receiving the largest number of votes will be declared the winner of the election.</p> <p>a. Ties will be resolved by a run-off vote.</p>	<p>Nominations and Elections</p> <p>A. All members of the Faculty Organization who are not board appointment administrators may be elected to standing committees of the organization.</p> <p>B. Elected members of standing committees serve staggered terms of two years that begin each year on August 1st.</p> <p>C. Required elections for Health Science Center and University committees will be held as needed and will follow the bylaws of those committees.</p> <p>D. For School of Nursing standing Committees and Positions all faculty are required meet with their supervising Associate Dean (or Dean) and mutually determine a first, second, and third choice for committee preference based on the bylaws list of committees</p> <p>E. The supervising Associate Deans will compile the agreed upon faculty committee placement preferences and submit the compiled list to the nomination and bylaws committee by March 15th or the next working day</p> <p>F. A final ballot consistent with the bylaws, which takes in</p>	<ul style="list-style-type: none"> • All full time faculty are now voting and all full time faculty are eligible to serve on any committee however there are seats on some committees reserved for a specific type of faculty. Board appointed admins still cannot serve. • A whole new procedure for nominations to committees described here. Our old system was terrible.
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<p>b. The ballots will be counted and certified by the Chair of the Faculty Organization as well as a staff appointee.</p> <p>G. If a vacancy in committee membership or office occurs between elections, the Dean will appoint a faculty member for the remainder of the academic year.</p> <p>a. If the vacant position is the representative to the School of Interdisciplinary and Graduate Studies (SIGS) or Faculty Senate a special election will be held.</p> <p>H. Ballots will be retained for 2 weeks following the announcement of the faculty election results.</p>	<p>consideration the needs of the unit, nominations, faculty workload and faculty preference, will be submitted to the faculty for a vote 2 weeks before the final Faculty Organization meeting of the academic year.</p> <p>a. The final slate shall not be changed, but write-in votes are permitted if the nominee consents.</p> <p>G. Individual(s) receiving the largest number of votes will be declared the winner of the election.</p> <p>a. If a faculty member is elected to more than two committees and one of the committees is APT or Faculty Council Faculty placement will be prioritized as: Faculty Council first, APT second, then assignment to any other committee.</p> <p>b. If the faculty member is not elected to faculty council or APT or the faculty member is elected to both APT and Faculty council that faculty member may choose the</p>	<p>Continued clarification if all seats are not filled, if the same person is elected to multiple committees or there is a tie.</p>
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	<p>committee of their preference.</p> <p>c. The Unit Effectiveness Committee will then replace any position that is vacated due to faculty preference immediately following the election with the faculty member not initially elected to that committee position who received the next-highest vote count for that committee</p> <p>d. In the event that the faculty member who received the next highest vote is unavailable the Unit Effectiveness committee will find a faculty member to fill the slot. If the committee is unable to do so, then as stated in Article IV: section 2: H a faculty member will be appointed to the vacancy by the Dean or the Dean's designee.</p> <p>e. Ties will be resolved by a run-off vote.</p> <p>f. The ballots will be counted and certified by both the Chair of the Faculty</p>	
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	<p>Organization as well as a staff appointee.</p> <p>H. If a vacancy in committee membership or office exists (by lack or nominee or resignation), the Dean or the Dean’s designee will appoint a faculty member for the remainder of the academic year and in doing so will consider workload and committee diversity as a factor in the appointment</p> <p style="padding-left: 20px;">a. If the vacant position is the representative to the Graduate School or Faculty Senate, a special election will be held.</p> <p>I. Ballots will be retained for two weeks following the announcement of the faculty election results.</p>	<p>Included that the Dean will consider committee diversity when appointing members of the committee if there is a vacancy</p>
<p>Section 3: Voting</p> <p>A. Voting privileges will be extended to the following:</p> <p>a. Only Voting faculty may vote in Faculty Organization and Executive Sessions of the standing committees.</p> <p>b. Nonvoting faculty, students, and other representatives specified by the bylaws who serve on standing and ad hoc committees may vote in the committees in which they hold membership.</p>	<p>A. All full-time faculty who are not 100% clinical faculty retain the right to vote in person, by phone or text, or by electronic ballot on Faculty Organization business, as well as standing and ad hoc committees of the organization, in executive session meetings, and when serving on a Dean appointed taskforce.</p>	<ul style="list-style-type: none"> • All full-time academic faculty vote • D loses up voting to following a separate procedure which will allow people to watch a recorded meeting and vote within a time frame after the meeting. In the past you had to be present to vote. • H gives a procedure for electronic voting.

<p>B. When a quorum is present, a majority of the votes of those present and voting is sufficient for the adoption of any motion that is in order, except those which according to Robert’s Rules of Order, require a majority of two-thirds of the votes cast.</p> <p>C. Voting faculty on approved LOA/Sabbatical may vote in Faculty Organization or by electronic ballot.</p> <p>D. For regularly scheduled meetings, there is no provision for absentee voting except for faculty on approved Leave of Absence (LOA)/Sabbatical.</p> <p>E. For special meetings of the Faculty Organization, called outside of the normal schedule, written absentee votes on motions included on the agenda may be submitted to the chair prior to the meeting.</p> <p>F. Ex-officio members may not vote.</p> <p>G. Electronic votes may be used. When using electronic voting format:</p> <ul style="list-style-type: none"> a. The business that will be reviewed and voted upon will be sent to all faculty via email b. A minimum of 1 week prior to the release of business a notice should be sent to all faculty stating that they will be receiving material that requires an electronic vote c. The deadline for votes must be clearly specified and the deadline should be no earlier than 5 business days from the receipt of business 	<p>B. When a quorum is present, a majority of the votes cast is sufficient for the adoption of any motion that is in order, except those which according to <u>Robert’s Rules of Order</u>, require a two-thirds vote of those present and voting.</p> <p>C. Faculty on approved leave of absence (LOA) or sabbatical may vote in Faculty organization</p> <p>D. For regularly scheduled meetings, there is no provision for absentee voting outside of the adopted voting procedure, except for faculty on approved Leave of Absence (LOA)/Sabbatical who may submit a vote to the chair prior to the meeting.</p> <p>E. For specially, called meetings of the Faculty Organization, written absentee votes on motions included on the agenda may be submitted by any faculty member to the chair prior to the meeting.</p> <p>F. Ex-officio members of committees may not vote on official committee business.</p> <p>G. Faculty enrolled as a student in a SON academic program shall not have voting privileges on issues related to the academic program in which they are enrolled.</p>	
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	<p>H. Electronic votes may be used for items that need to be addressed in between regularly scheduled meetings.</p> <ul style="list-style-type: none"> a. The business that will be reviewed and voted upon will be sent to all faculty via email sent with a subject heading: Materials for Faculty Org Vote on _____. Emails should be original (not forwarded) and should not be attached to meeting requests. b. A minimum of 1 week prior to the call for a vote the business in question should be distributed to all faculty. c. The deadline for votes must be clearly specified, and the deadline should be no earlier than 1 week prior to the call for the vote. 	
<p>Section 4: Reports A. Written reports will be submitted to all faculty 2 days prior to all scheduled Faculty</p>	<p>A. Written committee, Director, and Administrative reports will be</p>	<p>Reports submitted Bi-annually instead of at every meeting.</p>

<p>Organization meetings by all administrators, committees, and directors. Additionally, written annual reports will be due at the final Faculty Organization meeting at the end of the academic year.</p>	<p>submitted to the Faculty Organization Bi-Annually – one report is mid-academic year and one report is end academic year final report</p>	
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ARTICLE IV: SENATORS

<p><u>Section 1: Qualifications</u> A. Senators representing the SON must have a primary appointment in the SON. B. The Senators are elected as at-large representatives of the SON to fill the number of seats determined by the Faculty Senate.</p> <p><u>Section 2: Election</u> A. Election shall be by written ballot. The Faculty Affairs Committee will call for nominations for the annual election to fill vacancies in number of Senators specified by the Senate. B. The senatorial at-large seats shall be filled by an election of qualified members of the Voting Faculty</p> <p><u>Section 3: Responsibilities</u> A. Senators represent Faculty of the SON in the University Faculty Senate.</p>	<p><u>Section 1: Qualifications</u> A. Senators representing the SON must have a primary appointment in the SON. B. The Senators are elected as at-large representatives of the SON to fill the number of seats determined by the Faculty Senate. C. A minimum of one tenured or probationary faculty member should hold one senate seat at all times. D. Other seats may be filled by any full-time academic faculty member who has attained three years of service to the School of Nursing</p> <p><u>Section 2: Election</u> A. Election shall be by paper or electronic ballot. The Unit Effectiveness Committee will call for nominations for the annual</p>	<ul style="list-style-type: none"> • One senator at all times must be tenured • If not tenured a term faculty member must have 3 years' experience at SON before serving. • No other changes
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<p>B. SON Senators shall meet at the beginning of each academic year to elect a liaison to the Faculty Organization.</p>	<p>election to fill vacancies in number of Senators specified by the Senate.</p> <p>B. Members of the Faculty Organization will elect the senatorial at-large seats to be decided by majority vote</p> <p><u>Section 3: Responsibilities</u></p> <p>A. Senators represent Faculty of the SON in the University Faculty Senate.</p> <p>B. SON Senators shall meet at the beginning of each academic year to elect a liaison to the Faculty Organization.</p> <p><u>Section 4:</u> A SON senator may not seek reelection for the senate opening until 1 year has passed starting at the end of the representative’s term.</p>	
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Article V: Parliamentary Authority

<p>Section 1: Rules of Order</p> <p>A. All meetings will be conducted according to the current edition of Robert’s Rules of Order.</p> <p>B. The Vice-Chair will serve as a consultant to faculty regarding interpreting and implementing Robert’s Rules of Order.</p>	<p>Rules of Order</p> <p>A. All meetings will be conducted according to the current edition of <u>Robert’s Rules of Order</u>.</p> <p>B. The Chair can vote on motions.</p> <p>C. Student representatives are non-voting members on standing committees</p>	<ul style="list-style-type: none"> • Clarified that a chair can vote Students do not have a vote and part-time faculty serving on committees can vote on the committee but not in the faculty organization. • There is no longer a vice chair – removed.
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	<p>D. A student representative may not serve as a chairperson on standing committees.</p> <p>E. Part-time faculty who qualify for standing committees based on their job function have full voting authority within the committee but do not maintain voting authority in the Faculty Organization.</p>	
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<p>Section 1: Proxy Voting A. Voting by proxy shall not be permitted.</p> <p>Section 2: Conflict of Interest A. No faculty member shall participate in any decision or case (other than general policy questions) where that member, or his/her spouse, relative or household member, has a financial interest in the outcome.</p>	<p><u>Section 3: Committee Leadership</u> A. All standing committees and taskforces should elect a chair.</p> <ul style="list-style-type: none"> • The chair is responsible for: <ul style="list-style-type: none"> a. Seeking input for committee members to set an agenda for meetings. b. Overseeing that the number of required annual meetings are held and meeting dates and times are communicated to committee members. c. Overseeing the process of recording minutes and 	<ul style="list-style-type: none"> • No changes to Section 1 or 2 • Added section 3: committees must elect a chair and lists the chair's duties • If the committee does not elect a chair the Dean will appoint one • Added duties of evaluation to committees
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	<p>ensuring that minutes for each meeting are posted in the SON electronic filing system.</p> <ul style="list-style-type: none"> d. Providing bi-annual reports (academic mid-year and year-end) to the faculty regarding activities of the committee. e. Oversight of the meetings according to Roberts Rules of Order. f. Ensure that a quorum is present before voting commences. <p>B. If a committee fails to elect a chair the Dean or the Dean’s designee will appoint a chair.</p> <p>Section 4: Evaluation</p> <p>A. All committees and councils are responsible for items listed in the SON Evaluation Plan and should make recommendations to the faculty and administration as appropriate.</p>	
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Article VII- ADMENDMENT TO THE BYLAWS

<p>Section 1: Provision A. These bylaws may be amended by the concurrence of two-thirds of the voting members of the Faculty Organization a. The proposed amendment(s) are to be sent to all voting faculty members at least 2 weeks prior to the meeting at which the vote will be taken. b. All amendments shall be consistent with The Redbook. c. The amendments shall be subsequently approved by the President or the Board of Trustees on the recommendation of the President of the University, as set forth in the Redbook.</p>	<p><u>Section 1</u>: Provision A. These bylaws may be amended by the concurrence of two-thirds of the voting members of the Faculty Organization a. The proposed amendment(s) are to be sent to all voting faculty members at least fourteen (14) days prior to the meeting at which the vote will be taken. b. All amendments shall be consistent with <u>The Redbook</u>. c. The amendments shall be subsequently approved by the President of the Board of Trustees on the recommendations of the President.</p>	<p>No changes</p>
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Article VIII – Standing Committees

<p>Section 1: Membership A. Membership on all standing committees will be determined by election according to Article III, Section 2.</p>	<p>A no changes B. All standing committee members will serve staggered 2-year terms. C. Members are eligible for reelection at the termination of a faculty member’s term.</p>	<ul style="list-style-type: none"> • Added B, C and D for clarification
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	<p>D. Part-time faculty who are eligible for standing committees on the basis of their programmatic role are eligible to serve on standing committees.</p>	
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<p>Section 2: Committees A. APPOINTMENT, PROMOTION AND TENURE (APT) 1. Membership: a. All tenured or term faculty of the SON at the level of associate or full professor b. Dean – ex officio 2. Voting: a. Tenured faculty vote on any promotion or tenure decision at or below rank. b. Term faculty vote on promotion decisions for term faculty at or below rank. 3. Functions: a. Faculty search and appointments i. Establish and implement procedures related to faculty recruitment and appointment in consultation with the Dean and in accordance with University policies. ii. Review credentials and submitted materials of faculty applicants for tenured, tenure-track, term (full-time; at the rank of Assistant or above), and adjunct positions. b. Conduct interviews of selected candidates in cooperation with the Dean. c. Recommend candidates for appointment and academic rank to the Dean. d. Conduct the following career reviews:</p>	<p>A. APPOINTMENT, PROMOTION AND TENURE (APT) 1. Membership: a. 4 tenured faculty and 3 term faculty at the rank of associate professor and above with a maximum of 1/3 of membership to be board appointed administrators b. Dean – ex officio 2. Voting a. Tenured faculty vote on promotion and tenure decisions for term, probationary and tenured faculty at or below rank. b. Term faculty vote on promotion decisions for term faculty at or below rank. 3. Functions: a. Establish and implement procedures related to faculty recruitment and appointment in consultation with the appropriate Associate Dean</p>	<ul style="list-style-type: none"> • Decreased the number of people on the committee • Tenure and term with rank of Assoc Prof and above eligible • Limit on number of board appointed admin who can serve • Voting no changes • Functions – b – APT will only review term appointments at rank of Associate and above – was assistant previously • No longer have to review adjuncts for appointment
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<p>i. Annual reviews to determine progress towards rank and tenure for probationary faculty.</p> <p>ii. Pre-tenure reviews at midpoint of probationary period for probationary faculty.</p> <p>iii. Periodic post-tenure 5 year reviews.</p> <p>e. Review and evaluate term and tenured faculty to determine progress towards promotion prior to declaration of intent to seek promotion.</p> <p>f. Annually conduct faculty development/ guidance related to promotion and/or tenure requirements and procedures.</p> <p>g. Recommend the award or denial of tenure to faculty members.</p> <p>h. Make recommendations for promotion in rank. i. Revise promotion and tenure criteria and submit to Faculty Organization as needed.</p> <p>j. Propose policies related to appointments, promotion, and tenure and submit to Faculty Organization as needed.</p>	<p>and in accordance with University policies.</p> <p>b. Review credentials and submitted materials of faculty applicants for tenured, tenure-track, and academic term faculty at the rank of Associate or above.</p> <p>c. Recommend candidate's appointment to the Dean</p> <p>d. Recommend candidate's rank and tenure status to the Dean</p> <p>e. Perform pre-tenure reviews at midpoint of probationary period for probationary faculty</p> <p>f. Perform periodic post-tenure 5-year reviews</p> <p>g. Recommend the award or denial of tenure to faculty members.</p> <p>h. Make recommendations for promotion in rank.</p> <p>i. Revise promotion and tenure criteria and submit to Faculty Organization as needed.</p> <p>j. Propose policies related to appointments, promotion, and tenure, submit to Faculty Organization as needed.</p>	<ul style="list-style-type: none"> • Removed career reviews (original d) • No longer evaluate term and tenured faculty to determine progress of applicant prior to the applicant submitting and application for promotion (original e) • No other changes
<p>RESEARCH AND SCHOLARSHIP COMMITTEE</p> <p>1. Membership</p>	<p>A. RESEARCH AND SCHOLARSHIP COMMITTEE</p> <p>1. Membership</p>	<ul style="list-style-type: none"> • One less faculty member • Changed student representation

<p>a. 4 faculty, two of whom are tenured or probationary and two who are term at least one of which is voting b. Associate Dean of Research is a voting member c. One undergraduate student d. One doctoral student 2. Functions a. Recommend research and scholarship initiatives to address the mission of the SON. b. Promote faculty development in research and scholarship. c. Promote student and faculty participation in research and scholarship. d. Facilitate an annual research symposium plus undergraduate research programs. e. Recommend acquisition and distribution of research and scholarship resources. f. Participate in evaluation of the SON research and scholarship outcomes. g. Approve faculty and student internal research and scholarship funding awards. h. Nominate Faculty for internal and external Research Honors and Awards.</p>	<p>a. 3 faculty, two of whom are tenured or probationary b. One to three SON students with preference to students representing different programs c. Associate Dean of Research who will be a voting member 2. Functions a. Recommend research and scholarship initiatives to address the mission of the SON. b. Promote faculty and student development in research and scholarship c. Promote student and faculty participation and collaboration in research and scholarship d. Facilitate an annual research symposium e. Recommend acquisition and distribution of research and scholarship resources. f. Participate in evaluation of the SON research and scholarship outcomes. g. Approve faculty and student internal research and scholarship funding awards</p>	<ul style="list-style-type: none"> • In d took out undergraduate research programs – there is a director that does that • H – removed because any faculty member can nominate
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<p>C. FACULTY AFFAIRS COMMITTEE (FAC)</p> <p>1. Membership</p> <p>a. Nine elected voting members of the faculty, 5 of whom are tenured or probationary and who are not deans and 4 of whom are term. At least one of the tenured faculty must be a full professor.</p> <p>2. Functions</p> <p>a. Nominations.</p> <p>i. Develop a ballot of qualified faculty for elections. ii. Conduct faculty elections.</p> <p>b. Faculty Awards</p> <p>i. Facilitate professional development and recognition of faculty.</p> <p>ii. Accept nominations and select recipients for internal awards and nominations for external awards (except research and scholarship awards).</p> <p>c. Merit Review</p> <p>i. Conduct an annual merit review for all fulltime faculty.</p> <p>ii. Communicate protocols, guidelines, and timelines to the faculty for merit review.</p> <p>iii. Recommend to the Dean the level of merit for each faculty member.</p> <p>iv. Recommend changes in policies regarding merit review to Faculty Organization and the Dean.</p> <p>d. Faculty Development</p> <p>i. Facilitate professional development of faculty. ii. Facilitate new faculty orientation including the mentoring process required by</p>	<p>A. FACULTY COUNCIL</p> <p>1. Membership</p> <p>a. 5 members at least two of whom are tenured (with preference to at least one being a full professor), 1 who is probationary (must have attained three years of experience) and 2 who are term (must have attained five years of experience at the SON).</p> <p>b. Board appointed administrators are not eligible for election</p> <p>c. Positions within committee include one chair and one chair-elect both of whom are required to be tenured.</p> <p>2. Functions</p> <p>a. Reviews and evaluates proposed changes to policies and procedures of importance to the school of nursing faculty with the exception of policies that are handled by the Appointment, Promotion, and Tenure Committee.</p> <p>b. Serve as a liaison between faculty and administration.</p> <p>c. Provides a forum for faculty discussion of current or impending issues</p>	<ul style="list-style-type: none"> • Completely revised to be more of a faculty leadership council • Very specific as to who can serve • More of a liaison role between faculty and admin • Serves as a faculty forum to discuss issues • Performs performance evaluation only in the case there is contested between a faculty member and the Associate Dean.
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<p>the Kentucky Board of Nursing for new faculty teaching in the undergraduate program.</p> <p>e. Develop and review faculty policies and make recommendations to Faculty Organization as needed, except for policies that are handled by the APT Committee.</p>	<ul style="list-style-type: none"> d. Assesses the needs and concerns of faculty and translates into action plans or makes recommendations, as appropriate. e. Review the aggregate expected faculty outcomes and ensure outcomes are congruent with institutional expectations. f. Evaluate the aggregate faculty outcomes and make recommendations or implement improvement plans as needed. g. Accepts nominations and selects recipients for internal non-research awards and nominations for external non-research awards h. In cases where the annual performance evaluation is contested between the applicant and the Associate Dean: reviews the merit application and submits a recommendation to the Dean. i. Consults with the Dean on Appointment of faculty to an administrative assignment 	
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<p>D. COMMITTEE FOR ADVANCEMENT OF THE SON (CASON)</p> <p>1. Membership a.6 members of the faculty, five of whom must be voting faculty Approved by the Board of Trustees: 9/03/2015 9 b.Ex-officio: Dean, Director of Practice and International Studies, Director of Community Engagement, SON Technology Consultant, SON Skills Laboratory Director, SON Development Officer</p> <p>2. Functions a. Practice i. Implement and evaluate the SON faculty practice plan and procedures. ii. Develop annual goals and priorities for faculty practice. iii. Approve internal faculty funding awards for faculty professional development related to faculty practice.</p> <p>b.Diversity i. Implement and evaluate the SON diversity plan. ii. Facilitate unit level activities that raise awareness of issues regarding diversity.</p> <p>c. Community Engagement i. Implement and evaluate the SON community engagement plan. ii. Facilitate unit level activities that promote community engagement.</p> <p>d. Technology i. Implement and evaluate the SON technology plan. ii. Evaluate the strength and weaknesses of technology within the SON, including the simulation lab. iii. Recommend to administration the technology needs of the SON.</p>	<p style="text-align: center; opacity: 0.5; font-size: 48px; transform: rotate(-30deg);">DRAFT</p>	<p>This committee will no longer exist. All duties are redistributed to other committees.</p> <p>Moved to Practice committee</p> <p>Moved to Diversity committee</p> <p>Moved to community engagement committee</p> <p>Moved to simulation and technology committee</p>
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	D. Practice Committee	All new
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	<p>1. Membership</p> <p>a. 2 faculty members who practice at a U of L SON faculty practice site</p> <p>b. ex-Officio - Associate Dean of Practice and Service</p> <p>2. Functions</p> <p>a. Evaluate the SON Faculty Practice Plan annually</p> <p>b. Develop annual goals and priorities for faculty practice</p> <p>c. Approve internal faculty funding awards for faculty professional development related to faculty practice when funding is available</p>	
	<p>E. Diversity Committee</p> <p>1. Membership</p> <p>a. 1 tenure/tenure track faculty member</p> <p>b. 1 term faculty member</p> <p>c. 1 staff member</p> <p>d. minority nursing student organization(s) faculty advisor(s)</p> <p>e. Assistant Dean for student services</p> <p>f. one to two students with preference for representation from different programs</p> <p>h. ex-Officio - Assistant Dean for Community Engagement and Diversity Inclusion</p> <p>2. Functions</p> <p>a. identifying areas of educational programming that address issues of diversity</p> <p>b. Advocating for faculty, staff, and students in areas related to diversity and inclusion</p> <p>c. Advising the Dean on recruitment and retention of a diverse faculty, staff, and student body</p>	All new

	<ul style="list-style-type: none"> d. Recommending resources and services to ensure that all faculty, staff, and students' voices are heard and are part of an inclusive academic environment e. Advising the administration regarding the collection, review and maintenance of SON diversity and inclusion data f. Represent the SON on the diversity committees at the University and Health Sciences Center levels g. Increase awareness of diversity and maintain an inclusive environment at the SON 	
	<p>F. Committee on Community Engagement</p> <ul style="list-style-type: none"> 1. Membership <ul style="list-style-type: none"> a. one faculty member with majority teaching in the undergraduate program b. One advanced practice faculty member c. Two other faculty members d. ex-Officio – Assistant Dean for Community Engagement and Diversity Inclusion 2. Functions <ul style="list-style-type: none"> a. Evaluate the SON community engagement plan annually b. strategically plan the SON's participation in community events held by the University's community partners c. Oversee communication to faculty regarding community engagement opportunities 	<p>All new</p>
	<p>D. TECHNOLOGY COMMITTEE</p> <ul style="list-style-type: none"> 1. Membership <ul style="list-style-type: none"> a. Director of Technology b. One graduate faculty member 	<p>All new</p>

	<ul style="list-style-type: none"> c. One undergraduate faculty member d. One staff member e. Simulation Coordinator f. One SON student g. Ex Officio – Simulation Director h. Ex Officio – Associate Dean of Faculty i. Non-voting ad-hoc members <p>2. Functions</p> <ul style="list-style-type: none"> a. Implement and evaluate the SON technology plan. b. Evaluate the strength and weaknesses of technology within the SON c. Make recommendations to administration regarding the technology needs of the SON. 	
	<p>E. SIMULATION COMMITTEE</p> <ul style="list-style-type: none"> 1. Membership <ul style="list-style-type: none"> a. Director, Nursing Simulation 	<p>All new</p>

	<ul style="list-style-type: none"> b. Owensboro Extension Simulation Coordinator c. One undergraduate faculty member and one graduate faculty member with one having simulation certification d. Technology specialist e. Non-voting ad-hoc members <p>2. Functions</p> <ul style="list-style-type: none"> a. Develop goals and priorities for simulation activities annually b. Review and evaluate procedures regarding simulation c. Review and evaluate faculty development regarding simulation d. Review and evaluate equipment and space required for simulation e. Make recommendations to administration regarding the simulation needs of the SON <p>Review and revise the Clinical Simulation Center Manual annually</p>	
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	<p>I. Alumni and Development Committee</p> <ol style="list-style-type: none"> 1. Membership <ol style="list-style-type: none"> a. two faculty members b. Development Officer c. one staff member assigned the duties of event planning d. 1-2 student members with a preference to students representing different programs 2. Functions <ol style="list-style-type: none"> a. Serve as faculty and staff representatives to the U of L SON Alumni Council b. work with the Alumni council to develop a strategic plan for Alumni events and evaluate the plan annually c. Communicate alumni events and interface opportunities to faculty d. work with the SSON marketing department to develop marketing strategies for alumni events e. develop strategic and consistent communication with community health care entities to advance alumni development and communication 	<p>All New</p>
	<p>F. UNIT EFFECTIVENESS COMMITTEE</p> <ol style="list-style-type: none"> 1. Membership <ol style="list-style-type: none"> a. 1 tenured faculty member b. 1 probationary faculty member c. 2 term faculty members (greater than 3 years' experience) 	<p>All new</p>

	<ul style="list-style-type: none"> d. 1 board appointed administrator e. SON Director of Finance f. Ex-officio: SON Associate Dean of Academic Affairs and Unit Effectiveness g. Ex-officio: Dean 2. Functions <ul style="list-style-type: none"> a. Evaluate and make recommendations regarding the SON Strategic Plan annually b. Evaluate to SON mission and core values annually. c. Advise the Dean on the faculty recommendations regarding the strategic plan, mission, and core values. d. Annually review the SON budget from the perspective of the faculty and make recommendations to the Dean regarding the budget and its impact on SON faculty. e. Conduct all faculty elections as dictated in Article IV: Sections 2 and 3 and election of faculty Senators and other elected positions within the University. f. Review the bylaws annually and make recommendations to 	
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	Faculty Organization as needed.	

<p>BSN/MSN ACADEMIC AFFAIRS COMMITTEE</p> <p>1. Membership</p> <p>a. 11 voting faculty members whose primary teaching assignment is within the BSN and/or MSN programs; at least 5 of whom are tenured or probationary and of the term representatives 5 must be voting members.</p> <p>b. One Undergraduate student member elected by Undergraduate students.</p> <p>c. One Graduate student member elected by Graduate students.</p> <p>d. Ex officio: Associate Dean for Undergraduate Programs; Associate Dean for Graduate Programs, SON Development Officer, Student Services Representative, Community Representative.</p> <p>2. Functions</p> <p>a. Collaborates with the office of student services to facilitate student recruitment, orientation and retention activities.</p> <p>b. Approve BSN and MSN student admission and progression actions.</p> <p>c. Review and recommend philosophy, framework, objectives and curriculum of the BSN and MSN program to Faculty Organization.</p>	<p>D. BSN ACADEMIC AFFAIRS COMMITTEE</p> <p>1. Membership</p> <p>a. 5 faculty who have a teaching assignment in the BSN program</p> <p>b. 1-2 representatives from the Office of Student Services</p> <p>c. BSN Louisville Program Director</p> <p>d. BSN Owensboro Program Director</p> <p>e. 1-3 BSN students with a preference to students who are represent different years or different programs</p> <p>f. ex-Officio Associate Dean of Academics and Unit Effectiveness</p> <p>2. Functions</p> <p>a. Collaborates with the SON Office of</p>	<ul style="list-style-type: none"> • All academic committees were separated out by specific program so instead to BSN/MSN there is a stand-alone BSN and MSN • Same with the doctoral committee that is separated out into DNP and PhD • Changed student representation to increase numbers of students on the committee • Made sure academic advisors are represented on all committees • Added an evaluation function to each of the committees • Committee is in charge of admission and progression • New function of obtaining input from the community of interest • All committees nominate a member to serve on the grievance committee • All functions for each academic committee are the same
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<p>d. Approve BSN and MSN student academic awards and scholarships in collaboration with the Dean's designee and/or SON Development Officer.</p> <p>e. Propose BSN and MSN academic policies to the Faculty Organization.</p> <p>f. Participate in BSN and MSN academic program evaluation.</p> <p>g. Communicate with the PhD committee regarding BSN/MSN business</p> <p>h. Recommend acquisition and distribution of appropriate academic resources.</p> <p>i. Establish a student grievance subcommittee in accordance with The Redbook.</p>	<p>Student Services to facilitate student recruitment, orientation and retention activities.</p> <p>b. Approve BSN student admission and progression actions including petitions.</p> <p>c. Review and recommend philosophy, framework, objectives and curriculum of the BSN to Faculty Organization.</p> <p>d. Approve BSN student academic awards and scholarships in collaboration with the Dean's designee and/or SON Development Officer.</p> <p>e. Propose BSN academic policies to the Faculty Organization.</p> <p>f. Evaluate program policies and procedures for compliance with the</p>	
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	<p>SON and University of Louisville policies.</p> <ul style="list-style-type: none">g. Evaluate program policies and procedures as they facilitate meeting program objectives and recommends revisions as necessary.h. Evaluate and determine procedures for admission and progression of students in BSN programs.i. Obtain input from the community of interest annually and as needed.j. Recommend acquisition and distribution of appropriate academic resources.k. Nominate a member to serve on the student grievance committee as needed in accordance with The Redbook.	
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	<p>G. RN-BSN ACADEMIC AFFAIRS COMMITTEE</p> <ol style="list-style-type: none"> 1. Membership <ol style="list-style-type: none"> a. 3 faculty who have a teaching assignment in the RN-BSN program b. 1-2 representatives from the Office of Student Services c. RN-BSN program director d. 1-2 RN-BSN students with preference to students who represent different years e. Ex-Officio Associate Dean of Academics and Unit Effectiveness 2. Functions <ol style="list-style-type: none"> a. Collaborates with the Office of Student Services to facilitate student recruitment, orientation and retention activities. b. Approve RN-BSN student admission and progression actions. 	

	<ul style="list-style-type: none">c. Review and recommend philosophy, framework, objectives and curriculum of the RN-BSN program to Faculty Organization.d. Approve RN-BSN student academic awards and scholarships in collaboration with the Dean's designee and/or SON Development Officer.e. Propose RN-BSN academic policies to the Faculty Organization.f. Evaluate program policies and procedures for compliance with the SON and University of Louisville policies.g. Evaluate program policies and procedures as they facilitate meeting program objectives and recommends revisions as necessary.	
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	<ul style="list-style-type: none"> h. Evaluate and determine procedures for admission and progression of students in the RN-BSN programs. i. Obtain input from the community of interest annually and as needed. j. Recommend acquisition and distribution of appropriate academic resources. k. Nominate a member to serve on the student grievance committee in accordance with The Redbook. 	
	<p>H. DNP ACADEMIC AFFAIRS COMMITTEE</p> <ul style="list-style-type: none"> 1. Membership <ul style="list-style-type: none"> a. Course coordinators of the DNP program clinical tracks b. 2 faculty with teaching assignments in the DNP Program who are 	

	<p>not course coordinators</p> <ul style="list-style-type: none"> c. 1-2 representatives from the Office of Student Services d. DNP program director e. 1-3 DNP students with preference to students from different years f. Ex-Officio Associate Dean of Academic Affairs and Unit Effectiveness <p>2. Functions</p> <ul style="list-style-type: none"> a. Collaborates with the Office of Student Services to facilitate student recruitment, orientation and retention activities. b. Approve DNP student admission and progression actions. c. Review and recommend philosophy, framework, objectives and curriculum of the DNP program to Faculty Organization. 	
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	<ul style="list-style-type: none">d. Approve DNP student academic awards and scholarships in collaboration with the Dean's designee and/or SON Development Officer.e. Propose DNP academic policies to the Faculty Organization.f. Evaluate program policies and procedures for compliance with the SON and University of Louisville policies.g. Evaluate program policies and procedures as they facilitate meeting program objectives and recommends revisions as necessary.h. Evaluate and determine procedures for admission and progression of students in the DNP programi. Obtain input from the community of interest	
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	<p>annually and as needed.</p> <ul style="list-style-type: none"> j. Recommend acquisition and distribution of appropriate academic resources. k. Nominate a member to serve on the student grievance committee in accordance with The Redbook. 	
	<ul style="list-style-type: none"> i. Recommend acquisition and distribution of appropriate academic resources. j. Establish a student grievance subcommittee in accordance with The Redbook 	
	<p>D. PhD ACADEMIC AFFAIRS COMMITTEE</p> <ul style="list-style-type: none"> 1. Membership <ul style="list-style-type: none"> a. 2 faculty who have a teaching assignment in the PhD program or are eligible to chair a PhD committee b. 1 probationary faculty eligible to serve on PhD committees c. 1-2 representatives from the Office of Student Services 	

	<ul style="list-style-type: none"> d. PhD program director e. 1-2 SON PhD student(s) with preference to students who represent different years f. Ex-Officio Associate Dean of Research <p>2. Functions</p> <ul style="list-style-type: none"> a. Collaborates with the office of student services to facilitate student recruitment, orientation and retention activities. b. Approve PhD student admission and progression actions. c. Review and recommend philosophy, framework, objectives and curriculum of the PhD program to Faculty Organization. d. Approve PhD student academic awards and scholarships in collaboration with the Dean's designee and/or SON Development Officer. 	
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	<ul style="list-style-type: none">e. Propose PhD academic policies to the Faculty Organization.f. Evaluate program policies and procedures for compliance with the SON and University of Louisville policies.g. Evaluate program policies and procedures as they facilitate meeting program objectives and recommend revisions as necessary.h. Evaluate and determine procedures for admission and progression of students in PhD programsi. Obtain input from the community of interest annually and as needed.j. Recommend acquisition and distribution of	
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	<p>appropriate academic resources.</p> <p>k. Nominate a member to serve on the student grievance committee in accordance with The Redbook.</p>	
	<p>I. Student Grievance Committee</p> <p>1. Membership</p> <p>a. 5 faculty members one each nominated from the BSN Academic Affairs Committee; RN-BSN Academic Affairs Committee; MEPN Academic Affairs Committee; DNP Academic Affairs Committee, and the PhD Academic Affairs Committee</p> <p>2. Functions</p> <p>a. To receive and make recommendations to the SON Dean on whether to hear formal student grievances</p> <p>b. Hear the student grievance by</p>	

	<p>following the rules and procedures outlined by the SON Academic Grievance Procedure</p> <p>c. Report, with recommendations for settlement of the case to the SON Dean except in the case when the grievance involves the SON Dean, in which case the recommendation will be delivered to the University Provost or the Provost's designee.</p>	
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