

BARUCH COLLEGE GOVERNANCE CHARTER

PREAMBLE

The governance of the Bernard M. Baruch College, hereafter, the College should be and is the concern of all members of the College community: students, faculty and administration. All of these constituencies must participate in the maintenance and contribute to the development and governance of the College. Each constituency has its particular area of primary concern, a reality recognized by this Governance Charter. All constituencies also have a common concern in the governance of the College--another reality recognized by this Charter. Because the various constituencies of the College are interrelated and possess common concerns, this Charter provides for communication between constituencies and joint participation on matters of mutual or general concern.

It is the policy of the College and its various Schools and Departments to provide for participation by students, faculty and administration in all appropriate areas of governance, including membership on all committees, except those for which specific structures of participation are otherwise provided.

ARTICLE I - THE GENERAL FACULTY

There shall be a General Faculty at the College whose membership endorses the principles of academic freedoms and responsibility, as defined by the AAUP statement of principles. The membership shall consist of all those who hold faculty rank or faculty status including the President and those other administrative officers who hold faculty rank or faculty status. This body shall also include twelve student members currently registered at the College, eight to be chosen by the Undergraduate Student Government and four by the Graduate Student Assembly. All members shall be entitled to participate and vote at all meetings of the General Faculty.

Regular meetings of the General Faculty, whose presiding officer is the President of the College, shall be held at least once in the Fall Semester and at least once in the Spring Semester. The President may call this body into special sessions or shall do so upon receipt of a written request from thirty members of the General Faculty.

Regular meeting agenda shall include, but not be limited to: (1) reports from the College Faculty Senate, the University Faculty Senate, the student governments and from administrative officers; (2) the discussion of issues raised by these groups and by individuals; and (3) the ratification of policies not in the explicit province of the Administration or other faculty bodies.

Both the operations and deliberations of the General Faculty and its committees are governed by the Bylaws of the General Faculty, amendments to which may be advanced from time to time as the need requires and in the manner prescribed therein.

ARTICLE II - DIVERSITY OF FACULTY PARTICIPATION

The following rules are designed to foster faculty participation on College, School and Department committees. Rules A and B below, however, do not apply to *ex officio* members, and they shall become effective only at the next elections following the approval of this amended Charter by the Board of Trustees.

A. Rule A

No person shall be elected to more than two consecutive two-year terms on any of the following committees:

- (1) College Personnel and Budget Committee;
- (2) Academic Review Committees;
- (3) School Executive Committees;
- (4) Executive Committee of the Faculty Senate (in the same position); and
- (5) School Faculty Personnel and Budget Committee as Chair.

There must be at least a two-year interval before a person can stand again for election to the same committee or position after two consecutive two-year terms have been served.

B. Rule B

No person shall be elected to serve simultaneously on more than one of the following committees:

- (1) School or Independent Units Personnel and Budget Committees
- (2) College Personnel and Budget Committee
- (3) School Academic Review Committee
- (4) College Academic Review Committee

C. Limits on Service of Department Chairs

Curriculum and Executive Committees of the Schools, and the Executive Committee of the Senate shall include a majority of non-Chairs of departments.

ARTICLE III - THE BARUCH COLLEGE FACULTY SENATE

There shall be a Baruch College Faculty Senate to represent the General Faculty and formulate and recommend faculty policy to the Administration and other appropriate bodies of the College; in addition, it shall review and comment on policies contemplated or initiated by the administrative officers of the college and by other bodies of the college. Recommendations of the Senate will be regularly reported to the General Faculty.

A. Powers and Duties

The Senate shall be responsible for the formulation and recommendation of policy relating to the academic status, role, rights, freedoms and responsibilities of the instructional staff, college-level educational and instructional matters, and research and scholarly activities of college-wide impact.

The powers and duties of the Faculty Senate shall not extend to areas or interests which fall exclusively within the domains of the General Faculty, the President, the Professional Staff Congress, or authorized student government, except that in appropriate cases the Faculty Senate may consult and advise.

Consistent with existing bylaws and regulations of the Board of Trustees, the Senate shall be empowered to adopt and amend its own bylaws, subject to ratification by the General Faculty.

B. Ex Officio Membership

Ex officio members without vote shall include the President, the Vice-Presidents, and the full Deans of the College; the College Chapter Chair of the Professional Staff Congress, and the Presidents of the two student governments.

ARTICLE IV - STUDENT GOVERNANCE

It shall be the purpose of student governance to represent, promote and protect the interests of all students at the College.

A. Student Governments

(1) There shall be two student governments, each representing a separate student constituency: the Undergraduate Student Government and the Graduate-Student Assembly. These governments shall operate under their respective constitutions, the official copies of which shall be on file in the Office of the Dean of Students.

(2) There shall be a Council of Student Governments - hereafter, the Council - whose membership shall consist of the four ranking executive officers of each student government as defined by their respective constitutions. The purpose of the Council is to represent, articulate, and pursue the common interests of the student governments. The powers and duties of the Council shall not extend to areas or interests which fall exclusively within the domain of the

individual student governments. The Council shall operate under its own by-laws, a copy of which shall be on file in the Office of the Dean of Students.

(3) The student body shall have the right to consolidate any or all of these governments through a referendum approved by each constituency. All such referenda shall insure that each constituency be represented in proportion to its numerical importance.

B. Student Elections

(1) There shall be a six-member Student Elections and Governance Review Committee comprised of four undergraduates and two graduate students. The President of the College shall appoint these members from a list of nominees submitted by each of the two student governments.

(2) The Student Elections and Governance Review Committee shall be responsible for establishing procedures for the conduct and supervision of all student elections and referenda, and for their certification. It shall also adjudicate questions arising from the constitutions of the student governments.

C. Student Referenda

The student body of the College shall have the right to initiate referenda on any matter within the jurisdiction of student governance. All referenda shall be initiated by petition of at least ten percent of the appropriate constituency, and shall be in effect when approved by a majority of those voting at a duly authorized election.

D. Student Media

(1) There shall be a five-member Student Media Council comprised of three undergraduates, one graduate student, and a designee of the Dean of Students. The student members shall be elected annually by their respective constituencies.

(2) The Student Media Council shall monitor compliance by all student media with their respective constitutions.

ARTICLE V - THE COLLEGE PERSONNEL AND BUDGET COMMITTEE

A. Composition

The College Personnel and Budget Committee shall consist of the President as the non-voting chair; the Vice President for Academic Affairs; the Vice President for Student Development/Dean of Students; the full Deans of the several Schools; the Chairs of each of the School Personnel and Budget Committees; the Chair of the Personnel and Budget Committee for the Department of the Library and Department of Student Development and Counseling ("Independent Units"), who shall be of faculty rank and not a department chair; at least nine additional members of faculty rank who shall not be department Chairs and one matriculated student in good academic standing appointed by the Council of Student Governments.

The additional faculty members shall be elected by the faculties of the College in the following manner:

- (1) Each school shall elect one representative to the College Personnel and Budget Committee for every hundred faculty or part thereof, computed as one-half of the sum of full-time and full-time equivalent faculty on October 15 of the fall preceding the election.
- (2) One member elected by the faculty of the Independent Units;
- (3) Should the number of faculty members elected by the above be below the nine members necessary to meet the minimum required number, additional members shall be nominated from the floor of, and elected by, the General Faculty. When several members are elected by the General Faculty they shall not all be from the same School.
- (4) All elections based on current full-time-equivalent calculations are to be conducted in the Spring semester for terms of office in the following academic year.
- (5) A student member and an alternate shall be appointed by the Council of Student Governments at its last Spring meeting or as vacancies occur. Both the student member and alternate must be matriculated students in good academic standing. The alternate will serve as a replacement when the appointed student member is unable to attend.

B. Functions

The functions of the College Personnel and Budget Committee shall be to advise the President with respect to recommendations for:

- (1) Instructional staff appointments and reappointments;
- (2) Conferring of instructional staff tenure and certificates of continuous employment;
- (3) Promotions in instructional-staff rank;
- (4) The granting of fellowship and other leaves for the instructional staff;
- (5) Instructional personnel policies and procedures; and
- (6) Proposals and policies having instructional budgetary implications.

ARTICLE VI - ACADEMIC REVIEW COMMITTEES

There shall be two Academic Review Committees: the School Academic Review Committee and the College Academic Review Committee. Both shall be advisory to the next higher level of decision making in matters relating to instructional staff appointments, reappointments, certificates of continuous employment, tenure, leaves, promotion, and the policies, recommendations and procedures pertaining thereto. The functions of these committees shall be to review referrals and appeals transmitted to them by the President. For each personnel action only one appeal shall be

permitted at any level of personnel review, with appeals permitted at a maximum of two levels. All appeals shall be addressed to the President. The Provost's Office shall coordinate the administration of all appeals.

A. The School Academic Review Committee

This committee shall hear appeals from decisions of the School Personnel and Budget Committees and from decisions of the Personnel and Budget Committee of the Independent Units, and it shall bring its positive recommendations to the College Personnel and Budget Committee for action.

It shall consist of six faculty members who shall be tenured full or associate professors other than members of any Personnel and Budget Committee or of the College Academic Review Committee plus one student member. Members of this Committee shall elect the chair from among the faculty members each year.

A student member and an alternate shall be appointed by the Council of Student Governments at its last spring meeting or as vacancies occur. Both the student member and alternate must be matriculated students in good academic standing. The alternate will serve as a replacement when the appointed member is unable to attend.

At the last Spring meeting every other year, the Faculty Senate shall elect six Faculty members for the next academic year in the following proportion: two from the School of Business; two from the School of Liberal Arts and Sciences, one from the School of Public Affairs, and one from the Independent Units.

B. The College Academic Review Committee

This committee shall hear appeals from decisions of the College Personnel and Budget Committee, and shall bring its recommendations to the President.

It shall consist of: the Vice President for Academic Affairs/Provost as Coordinator who shall have voice but no vote, and six faculty members who shall be tenured full or associate professors other than members of any Personnel and Budget Committee or of the School Academic Review Committee, plus one student member.

At the last Spring meeting every other year, the Faculty Senate shall elect the six Faculty members for the next academic year in the following proportion: two from the School of Business; two from the School of Liberal Arts and Sciences, one from the School of Public Affairs, and one from the Independent Units.

A student member and an alternate shall be appointed by the Council of Student Governments at its last spring meeting or as vacancies occur. Both the student member and alternate must be matriculated students in good academic standing. The alternate will serve as a replacement when the appointed member is unable to attend.

C. Student Member

A student member or alternate may not serve simultaneously on more than one of the following committees: the School Academic Review Committee; the College Academic Review Committee; or the College Personnel and Budget Committee.

ARTICLE VII - FACULTIES OF THE SEVERAL SCHOOLS AND THE INDEPENDENT UNITS

The voting Faculties of each of the constituent Schools of the College shall include: members of faculty rank or status in the School or in one of the Independent Units; representatives of faculty rank or status elected by the Faculties of the other Schools in such numbers as School Bylaws shall provide; College Laboratory Technicians who have been reappointed on an annual salary basis for a third year of continuous full-time service; the Dean, Associate Deans and Assistant Deans of the School; the Registrar or designee; and student representatives registered in the School. The number of student representatives and the manner of their selection is to be determined by the Bylaws of each School or Independent Units.

Ex officio members with voice but without vote in each School Faculty shall include: the President, the Vice President for Academic Affairs/Provost, the Vice President for Administration, the Vice President for Student Development/Dean of Students, the full Deans of the other Schools of the College and the Chief Librarian.

The various faculties of the Schools and the Independent Units shall enjoy equal or equivalent rights, including but not limited to the right to peer evaluation and the right to hold elected offices at the College, School, and Department levels. The School Faculties shall be responsible for and conduct all educational affairs including but not limited to affairs customarily conducted by an academic faculty: including the formulation of School policies relating to curriculum and degree requirements; academic credits; the granting of degrees; student admission and retention standards; and the academic status, role, obligations, and freedoms of the School Faculty.

School Faculties shall meet at least twice each semester. Special meetings may be convened by the Dean of the School, by petition of ten percent of the School Faculty, or by the Executive Committee of the School. Meetings shall be chaired by the Dean of the School or designee.

A. School Executive Committees

Once every two years, each School Faculty shall each elect an Executive Committee or its equivalent from among their voting members. The number of members and their qualifications shall be determined by the Bylaws of that School, except that the number of members may not be changed during the biennial term of office for which a particular Executive Committee has been elected. At least one member shall be a student. Each Executive Committee shall elect a Chair and a Secretary from among its members.

The Executive Committee shall advise the Dean of the School on all matters within the jurisdiction of the School Faculty. This Committee shall also serve as the Committee on Committees for each School Faculty.

B. School Personnel and Budget Committee

The Faculty of each School shall establish a Committee on Personnel and Budget vested with those functions specified for such committees in the Bylaws of the University's Board of Trustees.

(1) Schools with Several Departments

Each School Personnel and Budget Committee shall be composed of: the Dean of the School with voice but without vote; all department Chairs within the School, and such other tenured full or associate professors as may be specified in the School's Bylaws.

This Committee shall receive from the several departments all recommendations for appointments and reappointments thereto, with or without tenure or certificate of continuous employment to the instructional staff; for promotions in rank; for special salary increments; and for applications for leaves.

It shall also hear appeals from departmental decisions regarding the above, except in the matter of initial appointments.

It shall recommend action regarding all of these matters to the College Personnel and Budget Committee.

This Committee shall also consult with the Dean of the School on the budget requests submitted by the Dean and on the allocation of funds and personnel.

(2) Schools which function as a Department of the Whole

(a) School Personnel and Budget Committee

The School Personnel and Budget Committee shall be composed of the Dean of the School with voice but without vote, and such other tenured full or associate professors as may be specified in the School's Bylaws.

The School Personnel and Budget Committee shall receive from the Promotion Committee recommendations for promotions in rank and shall receive from the Tenure Committee recommendations for appointments and reappointments with or without tenure or Certificate of Continuous Employment ("C.C.E."). The committee shall initiate recommendations for promotion to full professor, for appointments without tenure to the instructional staff, and reappointments thereto, including reappointments with a C.C.E. It shall also consider and make recommendations for leaves of absence.

It shall also hear appeals of decisions of the Promotion Committee and the Tenure Committee. It shall recommend action regarding all of these matters to the College Personnel and Budget Committee.

The Committee shall also consult with the Dean of the School on the budget requests submitted by the Dean and on the allocation of funds and personnel.

(b) Promotion Committee

Promotion to the rank of associate professor shall be considered and recommended to the School Personnel and Budget Committee only after an affirmative vote of the Promotion Committee comprised of all associate professors and full professors in the School. In the case of candidates seeking promotion to full professor, those of that rank in the School shall be given timely notice by the Dean of such candidacies and of the availability of the files for their review so that they may offer written advice on the candidates to the School Personnel and Budget Committee.

(c) Tenure Committee

The Tenure Committee in the School shall consist of all tenured professorial members of the School. This committee shall consider and make recommendations for appointments and reappointments with or without tenure or C.C.E. to the School Personnel and Budget Committee.

(3) Independent Units Personnel and Budget Committee

The Library and Student Development and Counseling Personnel and Budget Committee shall be composed of seven voting members consisting of the chair of the Library Department (the Chief Librarian), the chair of the Student Development and Counseling Department (the Vice President for Student Development/Dean of Students), a tenured associate or full professor from each of these departments elected by their respective department members with faculty rank or faculty status, and a tenured associate or full professor, other than a chair, from each of the three Schools of the College, elected by their respective school faculty. The Committee shall elect its Chair, who shall not be a department Chair.

This Committee shall receive from the several departments all recommendations for appointments and reappointments thereto, with or without tenure or certificate of continuous employment to the instructional staff; for promotions in rank; for special salary increments; and for applications for leaves.

It shall also hear appeals from departmental decisions regarding the above, except in the matter of initial appointments.

It shall recommend action regarding all of these matters to the College Personnel and Budget Committee.

(C) Other Committees

School Faculties shall establish such standing and ad hoc committees as they determine. Each committee shall elect its own Chair and such other officers as may be appropriate, unless otherwise provided. Included among the standing committees shall be those with the following functions:

(1) Committees on Curriculum

The Faculty of each School shall establish one or more committees on curriculum, comprised of faculty, student and, where appropriate, other members or their duly designated alternates. The manner of constituting such committees and the procedures to be followed by them shall be determined by the School Bylaws. In all cases the Dean of the School or designee shall sit *ex officio* with vote. These committees shall include at least one representative with vote from the faculties of each of the other Schools. In addition, the committees shall include the following non-voting members: the Vice President for Academic Affairs or designee, the School's Assistant or Associate Dean for Curricular Guidance, the Registrar or designee, and the Chief Librarian or designee.

These committees have the responsibility for reviewing and approving all courses of study, including experimental courses, offered by the School and Departments of the School, all curricula and majors or specialization offered by the School, and student admission and graduation requirements for the School. A proposal initiated by one or more Departments or by one or more members of the Faculty shall be addressed to the Dean of the School who shall refer it to the committee on curriculum.

For the purposes of curriculum development and revision (as defined in the preceding paragraph), the Departments of Library and Student Development and Counseling shall be considered constituents of the School of Liberal Arts and Sciences, and the faculty in those departments shall be eligible to serve on the appropriate School of Liberal Arts and Sciences Committee on Curriculum.

(2) Committee on Academic Standing

The Faculty of each School shall establish one or more committees on academic standing comprised of faculty members and student members or their duly designated alternates. The manner of constituting the several committees and the procedure to be followed by them shall be determined by the School Bylaws and subject to the approval of the President and of the Dean of the School involved. *Ex officio* members shall include: the Dean or designee who shall serve as Chair; the Registrar or designee and the Director of Admissions or designee, who shall split one vote between the two of them; and the SEEK Director or designee.

This Committee shall determine all questions arising out of the application of the rules prescribed by the Faculty regarding grades, scholastic standing, credit loads and curriculum. The Committee is vested with power to make exceptions thereto in proper cases. The Committee may be vested with additional functions by the School Bylaws.

For the purposes of matters on academic standing (as referred to in the preceding paragraph), the Departments of Library and Student Development and Counseling shall be considered constituents

of the School of Liberal Arts and Sciences, and the faculty in those departments shall be eligible to serve on the appropriate School of Liberal Arts and Sciences committee on academic standing.

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.

Departmental Bylaws shall include a minimum requirement for regular department meetings.

Department Chairs shall seek advice and recommendations from the students in their department regarding curriculum matters. All curriculum proposals shall have appended to the proposals a statement indicating the extent of student consultation.

A. Departmental Executive Committees

Departments shall have an Executive Committee consisting of from five to seven (as determined by the Department's Bylaws) department members of faculty rank, including the Department Chair. The Department Chair, except in the Departments of the Library and Student Development and Counseling, shall be elected by the faculty in the Department who have faculty rank. The Department Chair shall serve as Committee Chair. The Department Chair and other members of the Committee shall be elected at the same time and for a term of three years. Departments may limit in their Bylaws the number of consecutive terms of office chairs may serve. Where possible, a majority of the Committee shall consist of tenured persons in the Department.

This Committee shall consider and make recommendations for matters related to appointments without tenure to the instructional staff, and reappointments thereto, including reappointments with a Certificate of Continuous Employment. It shall also consider and make recommendations for leaves of absence. It shall transmit its recommendations on these matters to the appropriate School Personnel and Budget Committee. In the case of the School of Public Affairs, the Tenure Committee shall perform the duties of a department executive committee.

Whenever a vacancy occurs in the Office of Department Chair, and it has been determined that the Chair shall be sought from outside the Department, a Search Committee shall be appointed by the President. A majority of this Committee's members shall be from that Department, chosen with the advice of the Faculty Senate's Executive Committee.

B. Promotion Committee

The Promotion Committee in each department shall be constituted in the manner prescribed in the Bylaws of the Board of Trustees. In the case of candidates seeking promotion to full professor, those of that rank in the Department shall be given timely written notice by the Chair of such candidacies and of the availability of the files for their review so that they may offer written advice on the candidates to the School Committee on Personnel and Budget.

In the case of Schools which function as a Department of the Whole, the Promotion Committee shall be constituted and operate in accordance with the provisions of Article VII(B)(2)(b).

C. Tenure Committee

The Tenure Committee in each department shall consist of all tenured professorial members of the department. This committee shall consider and make recommendations for appointments and reappointments with tenure to the appropriate School Personnel and Budget Committee.

In the case of Schools which function as a Department of the Whole, the Tenure Committee shall be constituted and operate in accordance with the provisions of Article VII(B)(2)(c).

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.

ARTICLE IX - JOINT COMMITTEES

The General Faculty may establish joint and College-wide committees by agreement with the appropriate administrative officers and student governments of the College.

The Bylaws of the General Faculty shall authorize the establishment of ad hoc committees that may be deemed necessary. In addition, the General Faculty Bylaws shall establish the following Joint Committees:

A. Joint Committee on Curriculum and Articulation

This committee shall consider curriculum and matters of articulation that are college-wide in nature. It shall make recommendations to the Faculties of the several Schools as may be appropriate.

The Committee shall consist of ten voting members: two faculty members from each School to be selected in accordance with the Bylaws of that School; three undergraduate students to be selected by the Undergraduate Student Government, and one graduate student to be selected by

the Graduate Student Assembly. The Vice President for Academic Affairs or designee, the Registrar or designee, the Chief Librarian or designee, and the several Schools' full Deans or designees shall serve *ex officio* with voice but without vote.

B. Joint Committee on Student Evaluation of Courses and Teaching

This committee shall have responsibility for developing, reviewing and assisting in the conduct of the College program of systematic student evaluation of courses and teaching in accordance with the policies and regulations of the Board of Trustees. This committee shall consist of fourteen voting members: three faculty members selected by the Faculty Senate; four undergraduate students elected by the Undergraduate Student Government and two graduate students elected by the Graduate Student Assembly; the Vice President for Academic Affairs or designee; the full Deans of the several Schools or designees; and the Vice President for Student Development/Dean of Students or designee.

The Committee shall elect its own chair from among its members. The Provost's Office shall coordinate the meetings. The Committee shall submit a written report to the General Faculty at least once a year.

C. Search Committees

Whenever vacancies occur in the offices of full School Deans, or Vice President for Student Development/Dean of Students, or Vice President for Academic Affairs/Provost, the President shall establish faculty-student search committees in the manner described below, so as to seek the advice of appropriate members of the faculty and student bodies.

The School Dean Search Committee shall be appointed by the President after consultation with the Executive Committee of the School and the Executive Committee of the Faculty Senate. At least one-third of the members of this committee shall be faculty members of the School for which the new Dean is being sought. In addition, the committee shall include at least one student selected from the majors in that School by the School's Executive Committee in consultation with the student governments.

The Vice President for Student Development/Dean of Students Search Committee shall be appointed by the President after consultation with the Executive Committee of the Faculty Senate and the Executive Committee of the Department of Student Development and Counseling. In addition, this Committee shall include at least one teaching faculty member as well as the Chief Executive Officer of each of the student governments or designee.

In the case of a vacancy in the office of the Vice President for Academic Affairs/Provost the Search Committee shall be appointed by the President after consultation with the Executive Committee of the Faculty Senate. The Committee shall include at least one student.

D. College-Wide Consultation

Whenever the President reports that College-wide consultation has occurred, this report shall reflect that consultation with appropriate governance bodies as specified in this charter has taken place.

ARTICLE X - THE OFFICE OF THE OMBUDS

There shall be a College Ombuds who shall be a senior tenured or certificated member of the Faculty. The Ombuds shall continue to enjoy all faculty prerogatives and rights during the term of office. The office of the Ombuds is not intended to replace the normal administrative or faculty procedures.

A. Areas of Responsibility

- (1) To help individuals in specific cases to obtain just and equitable treatment;
- (2) To help administrative officers to improve their processes and procedure, not only to correct a particular inequity or injustice but also to prevent its recurrence;
- (3) To reconcile differences between conflicting parties and seek mutually acceptable solutions to specific cases of conflict;
- (4) To recommend such changes in procedures and practices as may be appropriate and to make periodic public reports. Among others, the Ombuds shall prepare for the President and for the General Faculty at the end of each academic year written activity reports. These reports shall respect the confidentiality of the persons involved.

B. Tasks

The primary task of the Ombuds is to serve as a confidential investigator in any specific case of alleged inequity, unfairness or maladministration, and there by to be the impartial spokesman, both to the person(s) making the complaint and to the person(s) against whose performance the allegation is brought.

In that capacity, the Ombuds is to have access to all relevant facts in the case, to enjoy the complete cooperation of the individual officer(s) of instruction or administration when it is requested, to receive cooperation from any complainant, to carry out work in privacy and with full respect for the rights and immunities of all parties, and having completed inquiries, to make such disposition of each case as, in his or her sole judgment, is best.

The Ombuds's second task is to make recommendations which seem appropriate for changes in rules, practices, procedures and regulations by which administrative functionaries of the student body, faculty or administration are guided.

Third, the Ombuds may recommend changes in procedures and practices which do not involve changes in rules, regulations, guidelines and statutes.

C. Term of Office

The Ombuds is to be selected for a term of one academic year, which shall be renewable, by the President after consultation with the Executive Committee of the Faculty Senate and the Chief Executive Officer of each of the student governments.

ARTICLE XI - VOTING RIGHTS

In addition to those faculty members authorized by the Bylaws of the Board of Trustees to vote in elections for department Chair and for members of Department Executive, School and College Personnel and Budget Committees, and Academic Review Committees, those Lecturers who hold Certificates of Continuous Employment shall be entitled to vote.

ARTICLE XII - PROCEDURES FOR AMENDING & IMPLEMENTING THE GOVERNANCE CHARTER

A proposal to amend the Governance Charter of the College may be initiated by the President, or by a two-thirds vote of the Faculty Senate, or by a two-thirds vote of any of the legislative bodies of the Student Governments or by petition of ten percent of the student body, or by petition of ten percent of the Faculty who are eligible to vote for members of the Faculty Senate. Such proposals shall be submitted to referendum as soon as possible.

In a valid referendum, at least twenty percent of the eligible faculty and 15 percent of the eligible students, voting separately, must vote. Eligible voters are all those eligible to vote for members of the Faculty Senate or Student Governments. To be approved, an amendment shall require a two-third affirmative vote of each constituency voting in such a referendum.

All amendments to this Charter will require approval by the Board of Trustees before becoming effective. All findings, actions, reports and recommendations of the bodies described in the Governance Charter shall be made in writing. One or more copies must be sent to the College's archives to be available to all members of the College.

This Governance Charter shall take precedence over those Board of Trustees Bylaws inconsistent with it, and over all Bylaws, procedures and regulations of the College.

The Bylaws of the General Faculty, the Faculty Senate, the several Schools and Departments as well as the Constitutions of the several student constituencies shall be brought into compliance with this amended Governance Charter within six months of its approval by the Board of Trustees.

This Governance Charter shall not preclude subsequent revisions in the Bylaws of the General Faculty, the several School faculties and academic Departments, the Student Governments, and the Charter of the Faculty Senate, which are not inconsistent with the provisions herein.

Adopted by the Board of Higher Education on June 17, 1974; amended by the Board of Trustees on January 26, 1981, Cal. No. 5.B.; June 24, 1985, Cal. No. 6.C.; May 31, 1994, Cal. No. 7.B. (Interim Governance Guidelines); June 23, 1997, Cal. No. 6.D.; May 24, 1999, Cal. No. 7.C.