

# **Constitution of the College of Business and Economics**

## **PREAMBLE**

We, the Dean and faculty of the College of Business and Economics, are committed to shared governance. In a collegial system of shared governance, authority and responsibilities are shared among stakeholders.

We recognize the full legal authority and responsibility of the President of the University, and his or her delegates, and the Dean of the College of Business and Economics for the management of the College. However, in a collegial system, decision-making authority should be delegated to the stakeholder group(s) with the greatest expertise or area of responsibility for which a decision is made. While the final decision on College matters is vested in the Office of the Dean, we believe that collegial advice should be given serious consideration.

## **A. MISSION OF THE COLLEGE COUNCIL**

The College Council's purpose is to formulate recommendations to the Dean on policies for the general welfare of the College, in accordance to the mission and initiatives of the University.

## **B. DEFINITION OF THE FACULTY ELECTORATE**

For purposes of this Constitution, the faculty electorate of the College of Business and Economics consists of all full-time faculty members. Full-time faculty members are defined as tenured and tenure track faculty, visiting professors, clinical and full-time lecturers and instructors.

## **C. MEMBERSHIP OF THE COLLEGE COUNCIL**

The College Council shall consist of the following members:

- a. Two-faculty members from each department elected by and from the tenured and tenure track faculty of that department.

- b. Two student members, one undergraduate and one graduate.
- c. One member representing the clinical lecturers, full-time lecturers, instructors and visiting professors.
- d. One member representing business excellence.

The Dean of the College of Business and Economics shall be an ex-officio, non-voting member of the College Council.

**D. OFFICERS OF THE COLLEGE COUNCIL**

The College Council shall have a Chairperson, Vice-Chairperson, and Secretary. The Dean shall not be eligible to be elected Chairperson of the Council.

**E. STANDING COMMITTEES OF THE COLLEGE COUNCIL**

- a. The Council shall establish a *Promotion, Tenure, Reappointment, and Merit Committee*, a *Curriculum and Academic Standards Committee*, an *Assessment Committee*, a *Development and Research Committee* and a *Diversity Actions Committee*. Such Committees shall be in accordance with policies and procedures established by the Academic Senate and other University policies pertaining thereto as appropriate to the particular committee.
- b. There shall be other committees, both standing and ad-hoc, as the Council shall create from time to time.

**F. ADVISORY STRUCTURE OF THE COLLEGE OF BUSINESS AND ECONOMICS**

- a. *Executive Advisory Board* shall be comprised of prominent executives from the greater external community and shall advise the Dean of the College of Business and Economics on matters relating to long-term strategic focus and its articulation with the communities it serves.
- b. *Administrative Council* shall be comprised of the Dean, Associate and Assistant Deans, Department Chairs and Directors or Coordinators of college programs, and centers. It shall also include the Chairperson of the College

Council, and Chairpersons of the standing committees and College-level task forces. The Administrative Council shall provide overall administrative focus to the Dean of the College of Business and Economics.

- c. *Student Leadership Council* shall be comprised of two student designees from each professional organization. The Student Leadership Council advises the Dean and faculty on matters that affect College of Business and Economics students.

#### **G. RESPONSIBILITIES OF THE COLLEGE COUNCIL**

The College Council shall have the authority and responsibility to address the needs and concerns of this College, within the structure provided by the University. Matters over which the College Council has responsibility shall include but not be limited to:

- a. Ensuring the Standing and Ad Hoc Committees shall exercise their primary responsibilities.
- b. Administer college wide elections to CBE PTRM and University level governmental bodies.
- c. Ensuring that Standing and Ad Hoc Committee vacancies are filled.
- d. Ensuring the process of evaluating the Dean of the College of Business and Economics is administered and subsequently forwarded to the Provost.
- e. Maintaining a written record of the College Council, Standing Committees and ad-hoc committees and affecting their transfer to the University Archives.
- f. Protect the rights and privileges guaranteed to elements of the College as specified by the Constitution and By-Laws of this College.
- g. Any other self-assigned responsibilities consistent with the mission of the college and the University initiatives.

## **H. BY-LAWS OF THE COLLEGE COUNCIL**

The College Council shall adopt By-Laws governing the conduct of Council business upon approval of a majority of the members of the Council.

## **I. AMENDMENTS**

Amendments to this constitution may be proposed by two-thirds of the members of the College Council or by a petition of 20 percent of the faculty electorate of this College.

Ratification of a properly proposed amendment shall be by a majority of the members of the faculty electorate. The voting shall be by secret ballot.

This constitution and all amendments thereto are subject to approval by the Academic Senate.

(Approved by the CBE faculty electorate on Apr. 28, 2023)

(Approved by the Academic Senate on Sep. 11, 2023)