

Article V. Standing and Ad-hoc Committees of the Faculty

Section 1. Student Life Committee

- a. The Student Life Committee may review and recommend policies on any matter, which is not of a curricular or disciplinary nature, relating to student life at Whitman College.
 - 1) The Committee has policy-making authority in those areas of student life where authority is not specifically delegated to another committee, person, or department by the Faculty Code or the President.
 - 2) If, in reviewing a matter brought before it, the Committee determines that proper jurisdiction is elsewhere, the Committee will refer the matter there.
 - 3) Any recommendation or policy matter brought to a vote must pass by a majority of each of the 3 represented constituent groups present at the time. Any policy decision made by the committee will be passed on to the appropriate department or organization for implementation.
- b. The Student Life Committee shall be composed of 6 students, 3 faculty members, the Dean of Students and/or designee, and the Dean of the Faculty or the Associate Dean of the Faculty. The President of the College and the President of the Associated Students of Whitman College are *ex officio*, non-voting members.
 - 1) The Executive Council of the Associated Students of Whitman College shall appoint 3 students each year for 2-year terms. No more than 1/3 of the students shall be representative of one social or living group, no more than 2/3 shall be of the same sex, and both Greeks and independents shall have at least 1/3 of the membership.
 - 2) One faculty member is elected each year by the Faculty to a 3-year term. The senior position as defined by length of service on the committee shall act as chair. If no member is most senior, the chair shall be elected by and from the members.

Section 2. Council on Student Affairs

- a. The Council on Student Affairs shall meet in order to hear and act upon any case, involving alleged infractions of college regulations, referred to it by duly designated college groups or individuals. The Council may also establish and revise student discipline procedures and act on other matters referred to it. (See Ch. V, Art. I, Sec. 4 and Ch. V, Art. 3.)

- b. The Council on Student Affairs shall be composed of 4 members of the faculty, 5 members of the student body, and the Dean of Students as Chair.
 - 1) The faculty and student membership must have 2-2 and 3-2 gender balance, respectively.
 - 2) All members shall be voting members.
 - 3) Faculty members of the Council on Student Affairs shall be elected to 3-year staggered terms. Each year the Faculty shall elect from its body enough members to maintain Council membership of 4 faculty members and gender balance.
 - 4) Three of the student members also serve 3-year staggered terms, each 3-year term beginning in the sophomore year of the new member.
 - a) The Executive Council of the Associated Students of Whitman College shall appoint one sophomore member of ASWC to serve a 3-year term and shall appoint 2 members to serve 1-year terms during their senior year.
 - b) 3-2 gender balance must be maintained in the student appointments.

Section 3. Committee on Membership in Fraternities and Sororities

- a. The Chair of the Faculty shall convene an ad hoc Committee on Membership Selection in Fraternities and Sororities to investigate alleged violations of the provisions set forth in Ch. V, Art. IV, Sec. 1, Par. 5 and 6. At the conclusion of its investigation, the Committee shall report to the faculty.
- b. The Committee shall consist of the 3 elected faculty members and the 3 senior student members of the Council on Student Affairs, and the Associate Dean of Students and the Assistant Dean of Students. The Chair shall be the elected faculty member of the Council on Student Affairs holding the senior position as defined by the termination date of his/her position.

Section 4. Grievance Committee

- a. Upon request of an individual faculty member the Chair of the Faculty may appoint an Ad Hoc Grievance Committee to consider charges that institutional, administrative, or faculty policy has been violated. The Ad Hoc Grievance Committee will report to the faculty member requesting the action, to the Academic Council, and to the President.

- b. The Ad Hoc Grievance Committee shall be composed of the members of the Policy Committee, the Board of Review, and the Division Chairs Committee who are serving the second year of the 3-year term.

Section 5. Board of Academic Advisors

The Board of Academic Advisors shall consist of all faculty and staff members engaged in pre-major and major advising with the Dean of the Faculty acting as Chair.

Section 6. Nominating Committee

- a. The nomination of members of the faculty to positions elected by it shall be initiated by the Nominating Committee although nominations may also be made from the floor at the time of the election.
- b. The Nominating Committee shall consist of the Chair of the Faculty, the retiring member of the Committee of Division Chairs, the retiring member of the Policy Committee, and the retiring member of the Board of Review.
The Chair of the Faculty shall act as Chair, voting only in case of a tie.

Section 7. Committee on Studies with Human Subjects

The Dean of the Faculty shall appoint a committee to scrutinize all studies and research conducted in connection with courses of study or otherwise which use human subjects, in order to protect the rights of those persons made the subject of such studies.

Section 8. College Athletic Committee

- a. The purpose of the College Athletic Committee is to offer advice and make recommendations to the Director of Athletics, to the administration, and to the faculty on matters relating to the conduct and character of the College's program in intercollegiate athletics. (See Ch. IV, Art. XI.)
- b. The membership of the Committee shall consist of 3 faculty members appointed for 3-year terms by the President of the College; 4 *ex officio* members, namely, the Director of Athletics, the Chair of the Department of Sports Studies, Recreation and Athletics, Faculty Athletic Representative, Associate Dean of the Faculty; and 3 student members selected for 3-year terms by the Student Congress.

Section 9. Committee on Admission and Financial Aid

- a. The Committee on Admission and Financial Aid shall establish the procedures of admission and shall recommend policy on admission and financial aid.

- b. The Committee shall consist of the following voting members:
 - 1) Three full-time teaching members of the Faculty. One faculty member from each of the three Divisions, elected by the Faculty as a whole to serve in staggered 3-year terms.
 - 2) Two students recommended by the Dean of Students;
 - 3) The Dean of Admission and Financial Aid, and the Dean and/or Associate Dean of the Faculty will serve as *ex officio* Members

Section 10. General Studies Committee

- a. The General Studies Committee shall supervise and administer the General Studies Program.
 - 1) The General Studies Committee shall function as a Division for the purposes of the introduction of new courses, substantive changes in existing courses, and the alteration of rules and requirements for the General Studies Program.
 - 2) The General Studies Committee shall advise the Academic Council on these matters and shall also advise the Board of Review on waivers of General Studies requirements in the cases of continuing or transfer students.
- b. The General Studies Committee shall consist of a representative from each of the three Divisions, a representative from each General Studies course offered, two non-voting students, and the Dean of the Faculty or designate, *ex officio*.
 - 1) The 3 divisional representatives shall be elected by the Faculty as a whole, and may or may not be instructors in a General Studies course. The divisional representatives shall serve 3-year terms.
 - 2) A tenured or tenure-track faculty representative from each offered course shall be elected by the instructors in that course. A course representative shall serve a 1-year term.
 - 3) The student members shall be appointed annually by the Dean of the Faculty from nominations by ASWC.
 - 4) The Committee Chair shall be selected annually by the Committee members.

Section 11. The International Studies Planning Committee

- a. The International Studies Planning Committee shall be responsible for the supervision of the foreign study programs of the College including the development

of criteria for acceptable programs, the maintenance of a list of approved programs, and the promulgation of guidelines for the review and approval of student proposals for participation in foreign study.

- 1) The criteria, list of approved programs, and guidelines statement are subject to the approval of the Academic Council.
 - 2) The committee shall review and act on all proposals for participation by students, and where necessary, evaluate work completed and recommend credit for acceptance.
- b. The International Studies Planning Committee shall be composed of 3 members of the Faculty appointed yearly by the Dean of the Faculty who shall also appoint the Chair of the Committee. The Dean of the Faculty or Associate Dean of the Faculty, the Registrar, and the Study Abroad Advisor are *ex officio* members of the Committee.

Section 12. Faculty Committee on Fringe Benefits

- a. The Committee will examine fringe benefits and will investigate alternative programs with a view toward present and long-term fringe benefits at the College. The committee will issue reports to the Faculty.
- b. Six faculty members shall be elected for staggered 3-year terms.
 - 1) There shall be 2 members from each of the ranks of Assistant Professor, Associate Professor, and Professor, but during their terms members will not be removed from the Committee because of promotion in rank.
 - 2) Members of this Committee will not be replaced due to sabbatical leaves unless more than 3 members will be absent in a given semester. If both members of a single rank will be unavailable to serve in a given semester a single replacement will be elected for that rank.

Section 13. Faculty Personnel Committee

- a. The Faculty Personnel Committee shall be responsible for the evaluation of each candidate for tenure, promotion, contract renewal, and periodic review.
- b. The Committee shall consist of 6 tenured faculty members, 2 from each Division, who will serve staggered 3-year terms.
 - 1) Non-tenured Associate and Professors of Sports Studies, Recreation and Athletics and Forensics will also be eligible to serve on the Personnel

Committee, but Non-tenured Assistant Professors of Sports Studies, Recreation and Athletics shall not.

- 2) Since the terms are staggered, each year the faculty as a whole will elect 2 members from different Divisions.
 - a) Each appropriate Division will submit 2 nominees from its membership.
 - b) No nominations will be accepted from the floor of the faculty.
 - c) A faculty member will not be eligible for re-election to the Committee until one year has elapsed except for those who serve 1-year terms.
 - d) A member of the Faculty Personnel Committee may not serve simultaneously as a member of the Academic Council.
- 3) The President and the Dean of the Faculty will sit as ex officio, non-voting members.
- 4) The Chair of the Committee will be elected annually by and from its voting members.

Section 14. Baker Faculty Center Governing Board

- a. Governance of Baker Faculty Center is the responsibility of the Chair of the Faculty. The Chair may consult with the Dean of the Faculty and the Treasurer of the College.

Section 15. The Domestic Off-Campus Programs Committee

- a. The Domestic Off-Campus Programs Committee shall be responsible for the supervision of the off-campus programs within the United States with which the College has a recognized relationship.
 - 1) This includes the development of criteria for acceptable programs, the maintenance of current information on approved programs, the promulgation of guidelines for the review and approval of student proposals for participation in domestic off-campus study.
 - 2) The criteria, list of approved programs, and guidelines statement are subject to the approval of the Academic Council.
- b. The Domestic Off-Campus Programs Committee shall be composed of 4 members of the faculty appointed yearly by the Dean of the Faculty who shall also appoint the Chair of the Committee.

- c. The Dean of the Faculty or the Associate Dean of the Faculty and Registrar are *ex officio* members of the Committee.

Section 16. Committee on Aid to Scholarship and Instructional Development (ASID)

- a. The Committee on Aid to Scholarship and Instructional Development shall administer the budget for assistance to faculty scholarship and instructional development. It shall also set criteria, receive applications, and allocate Whitman sponsored student/faculty research awards.
- b. The Committee on Aid to Scholarship and Instructional Development shall be composed of the Dean of the Faculty (or his/her designate), the 3 Division Chairs, and 3 faculty members, one from each division, elected by the faculty as a whole, for staggered three-year terms.
- c. The Chair of the Committee shall be the Dean of the Faculty (or his/her designate).

Section 17. Faculty Grievance Panel

- a. The Faculty Grievance Panel shall be responsible for conducting an investigation and hearing to resolve formal grievances filed by a faculty member against one or more other faculty members for alleged conduct that harmed the grievant and which impinges on the grievant's ability to do his or her work as a faculty member.
- b. The panel members shall be chosen according to the following criteria:
 - 1) All three members of the Grievance Panel must be tenured or tenure-track faculty members who have completed at least four years of service to the College.
 - 2) Among the three members shall be the most junior active faculty member from the grievant's division who has completed a term on the Academic Council within the past five years.
 - 3) Among the three members shall be the most senior active faculty member from the accused's division who has completed a term on the Academic Council within the past five years.
 - 4) Among the three members shall be the active faculty member who has most recently completed a term on the Academic Council, and who is not from the division of either the grievant or the accused.