

The College of Natural Sciences Faculty College/School Governance

1. What are the major standing college/school faculty governance units? (These might include personnel and tenure and promotion committees but also must include a faculty committee to consider general academic policies, especially college-wide curriculum requirements. How are faculty members selected or elected to serve on these committees?)

A. Major college-wide governance units include:

A.1 Chairs' Council.

This body is comprised of Department Chairs, School Directors, Associate and Assistant Deans, and the Dean. Department Chairs are appointed by the Dean from a slate of faculty candidates put forward by the department, upon receiving feedback from faculty and staff from the department and from the members of the Dean's Office's core leadership team (consisting of Associate Deans, the Senior Assistant Dean for Strategy and Equity Initiatives, and the Director of Communications). The same process is used to appoint School Directors. The Associate Deans are appointed by the Dean in consultation with the Dean's Office's core leadership team.

A.2 Promotion and Tenure Committee for Reviewing Tenure-Track and Tenured Candidates

This body is comprised of faculty representing a breadth of discipline in the college. In order to provide continuity for the process, membership is for three years. The Dean and Associate Deans whose faculty titles are at the rank of Professor also serve on the committee, in an *ex officio* (non-voting) capacity.

A.3 Promotion Committee for Reviewing Professional-Track Candidates

This body is comprised of tenure-track and tenured as well as professional-track faculty representing a breadth of discipline in the college. In order to provide continuity for the process, membership is for three years. The Dean and Associate Deans also serve on the committee, in an *ex officio* (non-voting) capacity.

A.4 Curriculum Committee

This body is composed of one faculty representative from each department/section in the college, who serve voluntarily upon petition of the department/section chair. It is chaired by the Associate Dean for Undergraduate Education.

B. Major Departmental/Section/School governance units.

The major standing college/school faculty governance units in CNS are as follows:

1. Department of Astronomy: Extended Budget Council
2. Department of Chemistry: Extended Budget Council
3. Department of Computer Sciences: Extended Budget Council
4. School of Human Ecology: Extended Budget Council

5. Department of Human Development and Family Sciences: Extended Budget Council
6. Department of Nutritional Sciences: Extended Budget Council
7. Department of Integrative Biology: Executive Committee
8. Department of Marine Sciences: Extended Budget Council
9. Department of Mathematics: Extended Budget Council
10. Department of Molecular Biosciences: Extended Budget Council
11. Department of Neuroscience: Extended Budget Council
12. Department of Physics: Extended Budget Council
13. Department of Statistics and Data Science: Extended Budget Council

Faculty members are selected to serve on these councils according to rules and regulations stipulated in the University of Texas Handbook for Operating Procedures

2. Does the college/school have general faculty meetings?

For college-level general faculty meetings, the document should specify the minimum number of meetings per year or term. It should specify who chairs, what constitutes a quorum, what kinds of actions can be taken, who records the meeting, how the records are kept, what notice is required, and who can call a meeting. With respect to the latter, if the Dean calls the meeting, what notice is required? If the faculty can call a meeting, what is the procedure? The document should describe the requirement for publishing an agenda and for having an item placed on that agenda. It should indicate who has privilege of the floor and who can vote. It should indicate whether proxy votes are allowed or not, and if they are allowed, the situations in which they can be used and the manner of their submission should be described. In general, the document should explain the pathways for faculty to participate in faculty governance deliberations and decisions.

The College of Natural Sciences does not hold annual college-wide general faculty meetings. The Dean holds either an open forum related to specific issues or provides another opportunity open to all faculty members to engage in discussion on topics related to the college. These are scheduled on an as-needed basis.

3. What are the procedures for considering general academic policies? How are faculty members selected or elected to serve on the college/school curriculum committee? How will any proposed curricular changes be presented to the college/school, general faculty for notice, discussion, and approval? While changes might be considered minor or major, the general faculty must review major changes (see below). How will discussion of faculty views be handled? How will faculty know what other faculty think in order to decide what are the best steps forward? What will happen if the faculty disagree with proposed changes, and how do they voice their views? Minimally, for major legislation, a system of a reasonably small number of protests should trigger a full college/school faculty vote on the legislation. If the college/school faculty does not approve the proposed change, can the Dean overrule the faculty? If so, the vote of the faculty and the decision of the Dean must both be conveyed to the Office of the General Faculty and the Faculty Council.

The College Curriculum Committee is comprised of one faculty representative from each department in the college, who serves voluntarily upon petition by the respective Department Chair. It is chaired by the Associate Dean for Undergraduate Education. Impetus for creation or amendment of academic policy is provided by either the Department Curriculum Committee, Chairs' Council, or College Curriculum Committee. In any case ratification by the Chairs' Council of new policy or proposed changes to existing policy is required, in which case it constitutes a recommendation to the University Faculty Council. If the referendum begins at the department level, it first bears debate and approval by the respective Department Curriculum Committee, and then moves to the College Curriculum Committee, where it bears further debate. Upon sanction of this body, it is subject to approval by the Dean, whereupon it moves to the floor of the University Faculty Council for review. Discussion at the Department Curriculum Committee level and College Curriculum Committee level is guided by the general principles of parliamentary law set forth in Robert's Rules of Order. All members may vote. Divergent views of faculty are made evident by the practice of open debate among members of the quorum. Faculty who dissent with business on the table are free to utilize any parliamentary procedure designed to register opposition, including but not limited to motions for indefinite postponement, adding or striking language, objection to consideration of a question, and taking from the table.

4. *Where are the college/school procedures posted on the college/school's web site? Is this location clearly labeled for access by the faculty?*

Promotion and Tenure Process: <https://cns.utexas.edu/faculty-affairs/faculty-evaluations/promotion-and-tenure>

General Faculty-Related Policies: <https://cns.utexas.edu/faculty-affairs>

Curriculum Committee: <https://cns.utexas.edu/undergraduate-education>

5. *When did the general faculty approve these college/school faculty governance procedures?*

The faculty governance procedures for the College of Natural Sciences follow guidelines stipulated in the Handbook of Operating Procedures.