

## HEALTH SCIENCE CENTER HANDBOOK OF OPERATING PROCEDURES

Chapter 1	Administration and Organization	Effective:	June 2000
Section 1.4	Faculty	Revised:	January 2011
<b>Policy 1.4.2</b>	<b>Faculty Councils</b>	Responsibility:	Vice President for Academic Administration

## **FACULTY COUNCILS**

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### **Policy**

The individual Faculty Councils of the Dental School, the Graduate School of Biomedical Sciences, the School of Medicine, the School of Health Professions and the School of Nursing shall act as the principal policy-making and governing body on academic matters of each of their respective Schools, subject to the Regents' *Rules and Regulations* of The University of Texas System. All policy decisions are subject to the approval of the President of the Health Science Center upon the recommendation of the appropriate Dean.

These faculty groups shall be responsible, within limitations set by the Regents' *Rules and Regulations*, for recommending to the President policies with respect to the following:

1. The admission of students and their instruction.
2. Approving the curriculum and establishing standards for academic performance, including measures to be taken in case of academic deficiencies.
3. The promotion and recommendation to the appropriate dean of candidates to be certified for graduation and the receiving of honors.

### **Membership and Bylaws**

#### Dental School

The Faculty Council of the Dental School shall consist of the Dean, the administrative officers reporting to the Dean, the departmental Chairs, and two full-time faculty representatives, one from the Basic Sciences departments and one from the Dental Clinical departments, elected annually as set forth in the *Bylaws* of the Dental School. The Secretary of the Council and the members of the Health Science Center Executive Committee may serve as ex-officio members without vote.

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Graduate School of Biomedical Sciences

The Faculty Council of the Graduate School of Biomedical Sciences shall consist of the Dean of the Graduate School of Biomedical Sciences (who shall serve as Chair and vote only in the case of ties), the Chairpersons of the Committee on Graduate Studies from each of the doctoral programs, one representative from the collective programs in the School of Health Professions, one representative from the collective programs in dentistry, one representative from the collective programs administered jointly with The University of Texas at Austin, and one representative from any collective programs administered jointly with The University of Texas at San Antonio. Where a program has both Doctoral and Masters components, one voting member represents both components.

Non-voting members will be the Associate Dean(s), the Assistant Dean(s), the Vice President for Academic Administration, and the Registrar. Other non-voting members include the elected President of the Graduate Student Association and a student representative from collective programs administered jointly with The University of Texas at Austin and a student representative from the collective programs administered jointly with The University of Texas at San Antonio.

Non-voting members will also include a faculty representative from each graduate program in the Graduate School of Biomedical Sciences which has been approved by the President of the Health Science Center and by the Board of Regents of The University of Texas System, and which is pending approval by the Texas Higher Education Coordinating Board. Disapproval of the proposed program by the Coordinating Board will terminate membership of this faculty member on the Council. Terms of office are set forth in the *Bylaws* of The University of Texas Graduate School of Biomedical Sciences at San Antonio.

School of Medicine

The Faculty Council shall consist of the Dean (who shall serve as Chair) and all Chairs of academic departments of the School of Medicine, each with one vote. The Faculty Assembly will elect two voting members of the Council, each to serve a term of one year. These elected members

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may not represent the same academic department and will be elected at the June meeting of the Faculty Assembly to serve on the Council from September 1 to August 31 of the ensuing academic year. Any voting member may send a departmental representative to vote in his absence. The members of the Health Science Center Executive Committee, the Associate and the Assistant Deans, the Chief of Staff of the VA Hospital, and the President and Chief Executive Officer of the University Health System shall be ex-officio members of the Council. Unless otherwise entitled, they may not vote or second motions.

**School of Health Professions**

The Faculty Council of the School of Health Professions shall consist of the Dean (who shall serve as Chair and vote only in the case of ties); the Associate Dean(s); the Chairs of the Health Professions departments approved by the Texas Higher Education Coordinating Board; and the Chair of the School of Health Professions Faculty Assembly (ex-officio and non-voting). All members of the Council shall serve for the duration of their administrative appointments. The privileges of membership are explained in the *Bylaws* of the School of Health Professions.

**School of Nursing**

The Faculty Council of the School of Nursing shall consist of the Dean; Associate Deans; Department Chairs; Faculty Assembly Chair; Chair-elect, and, Secretary; Chairs of Faculty Assembly Standing Committees; Committee on Graduate Studies; Committee on Faculty and Student Matters; Committee on Undergraduate Studies; Committee on Faculty Practice and Engagement Committee on Scholarship; and, Chair of School of Nursing Promotion and Tenure Advisory Committee, and School of Nursing Center Directors. Ex-officio members (not voting) are Director of Development and Assistant Dean for Administration.

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**Officers**

The Deans of the Dental School, Graduate School of Biomedical Sciences, School of Medicine, the School of Health Professions, and

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the School of Nursing shall be the Chairs and shall preside over the meetings of their respective Faculty Councils. Other officers are designated in the *Bylaws* of each School.

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