Essex County College
College Regulation

REG 6-2 STANDING ACADEMIC GOVERNANCE COMMITTEES

Purpose:
To establish guidelines detailing the responsibilities and membership qualifications for the standing academic governance committees.

Application:

1. An Academic Administrator or designee will serve as an administrative liaison with each academic governance committee at the College.

2. The College seeks to function as collegiums, and this ideal pertains to all academic governance committees. While the governance committees are advisory and not administrative, an Academic Administrator or designee will, wherever appropriate and practicable, give every consideration to governance committee recommendations when formulating and carrying out relevant internal or departmental policies and procedures.

3. The standing academic governance committees include the following:

- Academic Computing Advisory Committee (ACAC). The ACAC is responsible for making recommendations regarding all internal or departmental policies and procedures which affect the use of technology for instructional purposes and online education, including making recommendations regarding the use of computer laboratories, use of computers by faculty and students, software and computer peripherals, and the establishment of purchase and upgrade priorities.

- Academic Development Advisory Committee (ADAC). The ADAC is responsible for making recommendations regarding all internal or departmental policies and procedures affecting the conduct of all courses and programs at the pre-collegiate level.

- Academic Policies Advisory Committee (APAC). The APAC is responsible for making recommendations regarding internal or departmental policies and procedures affecting the academic affairs component of College operations.

- Academic Standards Committee (ASC). The ASC is responsible for making recommendations regarding all internal or departmental policies and procedures affecting academic standards at the College.

- College Curriculum Committee (CCC). The CCC is responsible for making recommendations regarding the following: proposals for changes in existing courses; changes in existing programs; new options for existing programs; new programs; new courses; deactivation of courses and programs; and other issues that relate to College curricula.

- Faculty Development Committee (FDC). The FDC is responsible for providing opportunities for the development of faculty scholarship and the professional enrichment of faculty; developing programs and projects to enhance teacher effectiveness; providing opportunities for cultural/professional enrichment of faculty; enhancing faculty use of learning resource facilities

and services; demonstrating to the institution the accomplishments of faculty; and promoting intercollegiate faculty articulation in all relevant respects.

- The Academic Assessment Advisory Committee (AAAC). The AAAC is responsible for making recommendations on all matters relating to student learning assessment and internal or departmental policies and procedures that directly affect student learning assessment at the College, including outcomes assessment, instructional strategies, technology, academic support services and faculty support.

- College Promotion Committee (CPC). The CPC is responsible for reviewing Divisional/Departmental Promotions Committee recommendations for faculty promotions within rank as well as within the division. CPC presents its recommendations to the Chief Academic Officer (CAO) and, if requested, to the President's Cabinet.

4. The various standing academic governance committees work independently or on an integrated basis, depending on the issue being considered. Issues confined to the mission of a single standing committee will usually be dealt with at that level, with advice being given to other standing committees as a courtesy. When dealing with matters affecting academic life as a whole, committee recommendations will be forwarded to APAC for further discussion and advice before being forwarded to the Deans' Council and Cabinet. Concerns regarding jurisdiction and process should be considered by the Chairs' Council, comprised of chairs of the aforementioned standing academic governance committees.

5. To provide uniformity of representation on each standing academic governance committee, the by-laws of each will reflect voting membership consisting of (but not limited to) faculty representation from the following:
- Business
- Counseling or Library (Alternating Membership)
- Humanities/Bilingual
- Biology/Chemistry/Physics
- METCS
- Nursing/ Health Sciences
- Social Sciences

Additional representation may come from:
- Presidential Appointee
- Student Representative, only if required by the Committee's by-laws
- Branch campus
- CCE & WD

6. The student representative will be selected in accordance with an electoral process as determined by Student Affairs and the Student Government Association. The student representative will have voting rights.

7. Non-voting representation will be dictated by the needs of the relevant committee. In every instance, the appropriate Academic Administrator or designee will attend full monthly meetings of standing committees on a non-voting basis, if deemed necessary and appropriate by the CAO.

	Reference: *N.J.S.A.* 18A:64A-12(o); BP 6-7
Regulation History: App. 11/95, Rev. 10/01, 12/10, 01/17, 11/22	