

1 **ARTICLE 4. INTERNAL GOVERNANCE POLICIES**

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3 **Section 1.** Each department and unit will develop a written policy delineating its
4 procedures for the internal governance of the department or unit. All faculty in each
5 department or unit shall have the opportunity to participate in the development of that
6 department or unit’s internal governance policy. At the outset of its formulation of
7 such policy, the faculty will first consider any input provided by the appropriate
8 department or unit head, dean, vice president, Provost, or designee. The faculty will
9 submit their recommended policy to the appropriate dean, vice president, or designee
10 for review. The dean, vice president, or designee will provide a written explanation to
11 ~~the all~~ faculty members and, upon request of the faculty, ~~an opportunity meet with the~~
12 unit faculty to discuss any alterations he or she makes to the recommended policy
13 before submission to the Provost or designee. The Provost or designee will have final
14 authority to establish policy for each department or unit.

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16 **Section 2.** The department or unit head, dean, vice president, Provost or designee may
17 ~~initiate call for~~ changes to ~~the established policy regarding internal governance~~ internal
18 governance policy of a department or unit by informing the ~~appropriate~~ unit faculty of
19 the change being considered, thereby initiating ~~this~~ the unit’s process for policy
20 ~~development~~ revision. Unit faculty members, either through a governance committee
21 or at a regular faculty meeting, may call for changes to established internal governance
22 policy by notifying the faculty, or department or unit head, of a change to be
23 considered, thereby initiating the process for policy review and possible revision.

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25 **Section 3.** Policies for internal governance must include provisions for appropriate
26 documentation of decisions and for the appropriate and equitable participation of both
27 faculty in the Tenure Track and Tenured Professor classification and Career NTTF in
28 governance and the development of departmental or unit policies.

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30 a. The participation must be appropriate. Appropriate participation includes, but
31 is not limited to, departmental activities such as voting and committee
32 membership. There should be documented and legitimate structural,
33 pedagogical, or programmatic reasons for determining that a class of faculty
34 (TTF or Career NTTF), a particular classification, a particular rank, or a
35 particular FTE level should not participate in a particular aspect of
36 governance.
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38 b. If the participation is appropriate, it must also be equitable. Equitable
39 participation requires a level of parity that allows all TTF and Career NTTF in
40 a department or unit to have a meaningful role in governance. Equitable
41 participation does not mean that governance roles for every faculty member
42 must be exactly the same or that there must be absolute proportionality in
43 governance for all faculty classifications and ranks.

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45 **Section 4.** All unit policies developed through the internal governance process, including
46 but not limited to merit review, professional responsibilities, and review and promotion,

- 1 should be periodically reviewed to ensure that they comply with and reflect current CBA
- 2 language and current university policy.