

Idaho State University College of Science and Engineering Executive Committee

Executive Committee Composition

Executive Committee members are tenured and continuing non-tenured faculty at the assistant professor or higher rank. Members are nominated by CoSE faculty via the relevant Department Chairs and Program Directors. A College-wide ballot will be used to elect six Executive Committee members to three year terms. The terms will be staggered so that two new committee members will be elected each year. No more than one member of any department or program may serve on the Committee at one time and representation will be balanced to ensure that a minimum of two representatives come from the disciplines of engineering, physics and computer science and a minimum of two representatives come from the disciplines of biological sciences, chemistry, geosciences and mathematics and statistics. The chair of the Executive Committee is selected from the Executive Committee members by the Dean. The Dean or his/her designated Associate Dean will serve as *ex officio* member of the Executive Committee and is responsible for setting the agenda of the committee.

Executive Committee Charge

- A) The Executive Committee serves as the College of Science and Engineering's body responsible for review of tenure and promotion reports from the departments and programs. When acting on matters of tenure and promotion the Executive Committee will be augmented by the addition of one faculty member from outside the college and one student from the college, per Idaho State University policy. The Committee may request any additional material needed for its deliberation. On behalf of the Committee, the committee chair writes a report to the Dean, reports any Committee vote, and makes a recommendation to grant or deny tenure; in extraordinary cases, the Committee may recommend a deferral of tenure.
- B) The Executive Committee reviews and makes recommendations to the Dean on proposed College policies that have substantial impact on the operations of the College and the duties of College faculty.
- C) At the request of the Dean the Executive Committee may be asked to perform additional advisory duties on an *ad hoc* basis.

Meeting frequency

It is anticipated that the Executive Committee will meet 3 to 5 times during the academic year.

Supported by a vote of CoSE department chairs and program directors September 20, 2018