NOTE: This has been rearranged to reflect the order of elections. Additional comments are in square brackets.

VIII. B. Standing Committees of the Faculty

I. COMMITTEE ON TENURE [ELECTED WITH FULL NOMINATING BALLOT]

*The Committee on Tenure shall be composed of four teaching faculty members who are tenured, the Provost and the President of the College. The four teaching faculty members shall be elected by the faculty, three to serve staggered three-year terms and one to serve a two-year term. The three members serving three-year terms will normally be elected from each of the academic divisions (i.e., sciences and mathematics; social sciences; humanities). The member serving a two year term will normally be elected from either of the academic divisions other than the one from which a member is to be elected to a three-year term beginning at the same time. Normally an elected member with the longest service on the Committee shall serve as chair. Newly tenured faculty members are not eligible for service on the committee until after their first sabbatical leave. In addition to these six regular members, when a faculty member is presented as a candidate for tenure, The Committee on Tenure shall be joined by a seventh member. Unless another person is preferred by a majority of the tenured members of the department, the seventh member shall be the Department Chair, if tenured, or else the tenured member of the candidate's department with the longest service to the College. If there is no tenured member in the department, the Provost and the Chair of the Tenure Committee shall, after discussion with the candidate, select a tenured member of the faculty who shall, insofar as possible, perform those functions that would otherwise be performed by the departmental representative.*

VIII. D. PLANNING AND PRIORITIES COMMITTEE  (a college administrative committee) [ELECTED WITH FULL NOMINATING BALLOT]

I. The Planning and Priorities Committee shall consist of three tenured and two non-tenured members of the teaching faculty elected by the faculty, in addition to four staff members, three students, and two college officers (Provost and Vice President for Finance and Operations). The three tenured members, representing the three academic divisions, will serve staggered three-year terms. The non-tenured members are elected at large, in beyond their third year, representing different divisions, and will serve two-year terms. Untenured faculty members who receive tenure while serving shall nevertheless serve out the remainder of their terms in their untenured slots. The Committee will be co-chaired by a tenured faculty member and a member of the staff.
II. The Committee shall set its calendar and agenda in consultation with the President and with a view to the budgetary and strategic milestones established by the Board of Trustees.

III. The Planning and Priorities Committee shall review proposals and make recommendations to the President, to the President's Council, and to the Board of Trustees on issues of profound importance to the College. These duties shall include the following:

1. to set priorities, based on all existing data, to achieve long-term sustainability while upholding the mission of the College;

2. to respond, when necessary, to short-term economic conditions in ways that sustain the mission of the College;

3. to consider and evaluate strategies, based on all existing data, for the reorganization and restructuring of the College while upholding its mission;

4. to communicate regularly and transparently across campus constituencies. To this end, the committee shall:
   a. meet with the Executive Committee of the Board of Trustees and/or the Board of Trustees at least once annually;
   b. meet with the President's Council four times a year;
   c. appoint from its membership individual faculty liaisons to each of the following committees, and seek guidance from each committee on issues that fall under that committee’s purview: Advisory Committee, Educational Policy Committee, Budget Advisory Committee, Committee on Faculty Workload and Economic Status, and Committee on Faculty Scholarship and Promotions;
   d. establish regular and reliable means for receiving information (queries, suggestions, complaints, etc.) from faculty, staff, and students, and respond to these in a responsible, transparent, and timely manner;
   e. communicate with all members of the college community using methods that may include but are not limited to regular reports at Faculty Meeting as well as Committee of the Whole, —town meetings,” weblogs, and sending a representative to meetings of Staff Council, Department Chairs, Untenured Faculty Organization, and AAUP.

IV. In accordance with the power vested in it by Faculty Legislation ), the Committee on Committees and Agenda shall review the necessity of the Planning and Priorities Committee and make recommendations to the faculty for an extension of service or the dissolution of the Priorities and Planning Committee every five years. To this end, the committee shall:

1. request yearly reports regarding the faculty members’ recommendations as to revising the charge of the Planning and Priorities Committee;
2. review recommendations from the faculty membership of the Committee concerning the revision of relevant legislation

VIII. B. II. PROVOST’S ADVISORY COMMITTEE [ELECTED WITH FULL NOMINATING BALLOT]

The Provost's Advisory Committee shall consist of four tenured faculty, at least one from each academic division, and two untenured faculty, representing two different divisions. Three of the four tenured faculty serve staggered 3-year terms and one serves a 2-year term. The three tenured members serving three-year terms will be elected from each of the academic divisions; the tenured faculty member serving a two-year term will be elected from either of the academic divisions other than the one from which a member is to be elected to a three-year term beginning at the same time. The two untenured faculty serve two-year terms. If an untenured faculty member receives tenure during her/his term on the Committee, s/he remains on the Committee in the untenured slot.

It shall be the duty of the Committee to meet with the Provost to give advice, when asked, and counsel, when needed, to the Provost on academic matters the Provost wishes to discuss or needs to know or consider. During the academic year 2009-2010 and every third year thereafter, the Committee on Committees and Agenda in consultation with the Provost and the Provost's Advisory Committee, shall conduct a review of the usefulness and efficacy of the Provost's Advisory Committee, and shall report its findings to the faculty no later than the regularly scheduled April faculty meeting.

VIII. C. BUDGET ADVISORY COMMITTEE (a college administrative committee) [ELECTED WITH FULL NOMINATING BALLOT]

I. The Budget Advisory Committee shall include four teaching faculty members, one from each academic division and at least two tenured. They will serve staggered three-year terms.

II. The tenured faculty member of longest service will act as liaison to the Committee on Faculty Workload and Economic Status (Econ Stat). The liaison will meet periodically with members of Econ Stat to discuss issues common to both committees.

VIII. B. III. COMMITTEE ON COMMITTEES AND AGENDA [ELECTED WITH FULL NOMINATING BALLOT]

1. The Committee on Committees and Agenda shall consist of three members of the faculty, at least two of whom are on tenure. The Committee shall elect a tenured member as its chair. One member will normally be elected from each of
the academic divisions (i.e., sciences and mathematics; social sciences; humanities).

2. It shall be the duty of the Committee on Committees and Agenda:

   a. To determine the manner of nomination by the faculty of at least two candidates for each regular vacancy on the Committee on Tenure, The Provost's Advisory Committee, The Budget Advisory Committee (a college administrative affairs committee), and the Committee on Committees and Agenda, and to conduct the necessary nomination and election procedures.

   b. To make nominations (two for each regular vacancy) to the Advisory Committee, the Committee on Educational Policy, the Appeals and Hearing Committee, the Committee on Admissions and Academic Standing, the Committee on Faculty Scholarship and Promotions, and the Committee on Faculty Workload and Economic Status; and to conduct the necessary election procedures.

   c. To present for approval at the May meeting of the faculty a slate to fill the regular vacancies for faculty members on all remaining Standing Committees of the Faculty, College Administrative Affairs Committees, and College Government boards.

   d. To review and act upon proposals, which must be submitted in writing, for faculty service on all new or ad hoc committees, or on sub-committees not composed entirely of members of an existing committee, or as additional members of existing committees; and to decide the criteria for and method of selection as appropriate.

   e. To appoint faculty members from the Reserve Members Group of a specific Committee to fill vacancies in unexpired terms on that Committee.

   f. To recommend to the faculty or to concerned administrative officers any change in the organization, terms of service, and functions of standing or other committees.

   g. Regularly to review, or initiate self-review of, the structure and function of faculty committees.

   h. To review and recommend to the faculty any changes in the organization or membership of the faculty, or changes in the rules and procedures of faculty meetings.

   i. To consider all proposals to terminate or alter the charge of a standing committee of the faculty; and, after consideration, to bring the proposal to the Faculty for a vote with the recommendation of the Committee on
Committees and Agenda.

j. To act as Agenda Committee, and to summarize the text of Faculty Legislation, Part One, Article I, J. to the Faculty at the first faculty meeting of each academic year.

k. To consult with and advise the Secretary to the Faculty regarding problems arising from her/his duties as Secretary.

VIII. B. IV. ADVISORY COMMITTEE [NOMINATIONS FOR FINAL BALLOT MADE BY COMMITTEE ON COMMITTEES]

1. The Advisory Committee shall consist of three tenured and two non-tenured members of the teaching faculty. The three tenured members, representing the three academic divisions, will serve staggered three-year terms. The two non-tenured members, each representing a different division, will serve two-year terms. An untenured faculty member who receives tenure while serving on the Committee shall nevertheless serve out his or her term in the untenured slot. The Committee shall designate a tenured member as its chair-elect at the end of each academic year.

2. The duties of the members of the Advisory Committee shall include the following:
   a. initiating discussion within the Committee and with the faculty, the President and other administrative officers, the Board of Trustees, and student groups on any matters pertaining to the welfare of the College;
   b. considering suggestions from members of the faculty, the President and other administrative officers, the Board of Trustees, and student groups concerning changes in College policy or practice; and
   c. representing the faculty in consulting with and making recommendations to the President and other administrative officers, the Board of Trustees, and student groups on matters pertaining to the welfare of the College.
   d. acting, in effect, as a grand jury in cases involving certain faculty grievances and in cases involving the fitness of a faculty. In consultation with the Chair of the Advisory Committee, untenured Committee members will have the option of recusing themselves from such matters;
   e. joining the Educational Policy Committee to create the Joint Committee whose charge is to consider the financial exigencies of the institution, should the need arise.

3. In order to avoid unnecessary harm to individuals and to encourage full and frank expression of opinion, matters regarding individuals may be designated as confidential by vote of the Committee. Non-current confidential records shall be sealed and made inaccessible for a period of 30 years, except to members of the Committee who considered the matter, and any others provided
for by the College's then current "Review and Appeals Procedures for Certain Faculty Grievances." After 30 years and in the light of the sensitivity of the records, the Provost shall review them and decide whether they may be opened at that time or should be resealed or otherwise restricted for a further period not to exceed 20 years. Once no longer restricted, the records shall be opened for the use of researchers.

VIII. B. V. COMMITTEE ON EDUCATIONAL POLICY [NOMINATIONS FOR FINAL BALLOT MADE BY COMMITTEE ON COMMITTEES]

1. The Committee on Educational Policy shall consist of the President, the Provost, three tenured and two non-tenured members of the teaching faculty, and two representatives of the Educational Council of the Student Government chosen for the year. The three tenured members, representing the three academic divisions, will serve staggered three-year terms. The two non-tenured members, each representing a different division, will serve two-year terms. A non-tenured faculty member who receives tenure while serving on the Committee shall nevertheless serve out his or her term in the non-tenured slot. The Committee shall designate its chair-elect from among the tenured teaching faculty members at the end of each academic year.

2. The duties of the Committee on Educational Policy shall include the following:
   a. Observing the operation of established educational policy, formulating new policy when change seems desirable, and presenting new policies to the faculty for deliberation and decision.
   b. Examining proposed changes in course offerings and in existing major and minor requirements, and approving such changes when they are consistent with established educational programs. Proposals for the addition or elimination of a major will be considered by the Committee and its recommendations will be brought to the faculty for a vote. Other changes that may alter the educational program as a whole shall likewise be referred to the faculty with the Committee's recommendations.
   c. Conferring on educational policy with other committees, officers of administration and trustees.
   d. Assessing the effects of any proposed change in the size or structure of an academic department on the department's course offerings and major program.

VIII. B. VI. APPEALS AND HEARING COMMITTEE [NOMINATIONS FOR FINAL BALLOT MADE BY COMMITTEE ON COMMITTEES]

The Appeals and Hearing Committee shall consist of three tenured members of the faculty, none of whom shall currently be, or during the previous year have been, an administrative officer, a member of the Committee on Tenure, a member of the Committee on Faculty Scholarship and Promotions, or a member of the Advisory Committee. One member shall normally be chosen from each of the three
academic divisions established by the Committee on Committees and Agenda (i.e. sciences and mathematics; social sciences; humanities), and, at all times, at least one woman and at least one man shall be members.

VIII. B. VII. COMMITTEE ON ACADEMIC STANDING [NOMINATIONS FOR FINAL BALLOT MADE BY COMMITTEE ON COMMITTEES]

1. The Committee on Academic Standing shall consist of the Dean of Academic Advising and Co-Curricular Learning, an Associate Dean of Studies, the Dean of Students, the Registrar, three members of the teaching faculty, and two students (non-voting) selected from nominations submitted by the Educational Council. The Committee shall be chaired by a dean from the Academic Advising Center.

2. The duties of the Committee on Academic Standing shall include the following:
   a. acting on student petitions requesting exceptions to official requirements. If additional information bearing on a petition subsequently becomes available, the student may submit a revised petition for review by the Committee. A final appeal of a Committee action may be made to the Provost.
   b. deciding whether or not students who are not in good academic standing should remain enrolled at the College.
   c. in consultation with administrative officers, considering issues bearing on student advising, programs for advanced degrees, class and examination schedules, the college calendar, extracurricular activities to the extent that they affect the academic program, and other appropriate matters that may be submitted to it by members of the faculty or administrative officers; and, when in its judgment changes are needed, recommending such changes to the faculty for action.
   d. recommending to the faculty any needed revisions in (1) the standards for Dean's List and graduation with honors; (2) college policies regarding credit for work at other institutions; and (3) policies regarding low grades.
   e. awarding January, summer-school, post-graduate, and other special scholarships or fellowships to Wheaton students or alumnae/i.
   f. consulting with the Vice President for enrollment and Marketing regarding general policies and procedures governing the admission of first-year and transfer students, and the readmission of students who officially withdrew from the College; and bringing such matters as may involve substantive changes in educational policy to the Faculty for approval.

VIII. B. VIII. COMMITTEE ON FACULTY SCHOLARSHIP AND PROMOTIONS [NOMINATIONS FOR FINAL BALLOT MADE BY COMMITTEE ON COMMITTEES]
1. The Committee on Faculty Scholarship and Promotions shall consist of three teaching members of the faculty holding the rank of full professor.
   a. On matters dealing with faculty scholarship (see 2a) they shall be joined by the Provost (or the Associate Provost as her/his designee).
   b. On matters relating to promotions (see 2b), they shall be joined by the Provost and the President of the College. Any member of the Committee who is a teaching member of the department of the candidate being considered for promotion, who is a member of the candidate's immediate family, or who is disqualified from serving for any other reason shall be replaced by a qualified person selected by the Committee on Committees and Agenda from the Faculty Scholarship and Promotions Committee Reserve Members Group. In their consideration of the case of a particular candidate, the higher-ranking member of the department with the longest total service to the College shall serve. Another tenured teaching member of the faculty with higher rank may serve instead if there is no department member of higher rank than the candidate, or if, in exceptional circumstances, the candidate of the department requests it.

2. It shall be the duty of the Committee on Faculty Scholarship and Promotions:
   a. To award grants to faculty members in aid of research, study and travel; to assist the Provost in making institutional nominations for various faculty scholarship or fellowship programs.
   b. To review and make recommendations to the Board of Trustees regarding all candidates for promotion to the ranks of associate or full professor, except in those cases where promotion is granted as the immediate result of a favorable tenure review.

VIII. B. IX. COMMITTEE ON FACULTY WORKLOAD AND ECONOMIC STATUS [NOMINATIONS FOR FINAL BALLOT MADE BY COMMITTEE ON COMMITTEES]

1. The Committee on Faculty Workload and Economic Status shall consist of four teaching faculty members elected by the faculty, normally representing each of the three academic divisions of the College.

2. The function of the Committee on Faculty Workload and Economic Status shall be:
   a. To thoroughly assess each year the status of Wheaton Faculty salaries and fringe benefits, and general workload, especially in relation to those colleges with whom we usually compare ourselves.
   b. To ascertain, by open meeting and/or comprehensive survey, the range of Wheaton faculty opinion on matters regarding general workload and the distribution of salary and benefits.
   c. To report to faculty at least one week before the faculty meeting which precedes the annual spring meeting of the Board of Trustees. This report shall include the results of 2a. and 2b. as well as the recommendations which the committee will make to the President and the appropriate
committee of the Board of Trustees.

d. To bring its findings and recommendations, based on faculty consultations and the results of the comparative assessment, to the President and the appropriate committee of the Board of Trustees.

e. To work to insure that such recommendations are adequately presented in the budget.

VIII. B. X. COMMITTEE ON LIBRARY, TECHNOLOGY, AND LEARNING
[APPOINTED BY COMMITTEE ON COMMITTEES]

1. The Committee on Library, Technology, and Learning shall be composed of three members of the teaching faculty, the Director of Technology for Research and Instruction, and the Associate Librarian for research and Instruction. The chair shall be selected by the Committee from among the three teaching faculty members. The faculty members shall be appointed by the Committee on Committees and Agenda so that each of the three academic divisions is represented and at least one faculty member is untenured.

2. The duties of the Committee on Library, Technology, and Learning shall be:
   a. To develop, and support the implementation of initiatives that advance curricular and pedagogical uses of library resources and technology.
   b. To review and develop services and policies which promote and enhance the academic use of library resources and technology that advance appropriate uses of library resources.
   c. To facilitate the ongoing collaboration between LIS and the Provost's Division.
   d. To help implement a continuing plan for technology and library services as essential components of Wheaton's teaching and learning experience.
   e. To demonstrate and foreground library resources and technology as essential elements within Wheaton's learning environment.
   f. To ensure that library resources and academic technology remain current, viable, and dynamic in response to developments within the academy.
   g. To advocate for the primacy of teaching and learning when prioritizing library resources and academic technology.
   h. In collaboration with the Educational Policy Committee, to facilitate the work of faculty members, librarians, and technology specialists in ongoing planning, goal setting, implementation, and assessment of the role of information fluency and technological proficiency within the Wheaton Curriculum.