



COLLEGE OF EDUCATION,
HEALTH & HUMAN SERVICES

COLLEGE COORDINATING COMMITTEE BYLAWS

Amended May 18, 2018

The College Coordinating Committee (CCC) shall represent the CEHHS faculty and staff in coordinating the governance of the CEHHS and in advising and making recommendations to the Dean on college-wide policy and direction. The primary duty of the CCC is to facilitate the conduct of the operational business matters of the College of Education, Health and Human Services. Responsibilities of the CCC include but are not restricted to the following:

- Advising and consulting with the Dean on College matters such as:
 - Administrative policies and procedures
 - College governance and mission
 - Academic planning, curriculum development and evaluation
 - Standards for, and maintenance of, a high level of professional conduct
- Receiving recommendations from committees and community members for further action
- Proposing changes to the CEHHS Governance Bylaws

Voting members of the CCC shall be the Chair and Vice Chair of the CCC, standing committee chairs, and one staff member elected by the CEHHS staff. Each of the three schools of CEHHS (SOE, SON, and SHSHS) shall have representation on the committee and will have a single equally weighted vote on the CCC. If after election of the officers, chairs, and staff member there is not school representation from the tenure-track faculty, the non-represented school(s) will elect voting representatives who will be added to the CCC to have each school represented. The CCC shall make recommendations to the Dean based on a simple majority across schools. The Dean, Associate Dean and Director of Student Services of the College shall be non-voting members.

The Chair of the CCC will convene the CCC on a regular basis in order to coordinate the flow of business from committees, advise the Dean's Office on ad hoc matters, and enhance communication between committees and the administration. In addition to the regular Standing Committees, the CCC may create ad hoc or special committees for specific purposes.

As well, the Dean may ask the Chair of the CCC to convene the College Coordinating Committee for purposes of discussing the possible need for ad hoc committees (e.g., Task Forces). The CCC shall either appoint members to the ad hoc committee under discussion, or shall arrange for the election of representatives to the ad hoc committee.