I. Preamble

The Division of Health Sciences draws upon the diverse expertise of its constituent faculty members and their respective schools and programs to create an Executive Council (EC). Executive Council members will act in an advisory capacity to the Executive Dean of the Division of Health Sciences in matters that affect the functioning of the Division and other issues of importance to the faculty based upon the principles of equity, performance and accountability.

As members of the Division of Health Sciences, we share the following core values. This document reflects our core values, and the implementation of the EC will be guided by these principles:

- We conduct ourselves with the highest regard for the ethical principals embodied by our individual disciplines.
- We value inter-professional collaboration in all endeavors related to the missions of Teaching, Research and Service.
- We embrace diversity by demonstrating mutual respect for all individuals, recognizing equity across traditional categories of ethnic, racial and gender diversity, while respecting the varied professional disciplines, the differing types of faculty appointments, and the unique role each faculty member serves.
- We endorse the concept of shared governance.

II. Purpose

The Division Executive Council is the voice of the faculty and serves in an advisory capacity to Executive Dean on all matters associated with Executive Dean’s responsibilities including:

- Budgetary accountability
- Fundraising
- Organizational Restructuring
- Personnel Decisions
- Promotion and tenure; merit pay recommendations
- Recommendations about NOI’s
- Scholastic Appeals
- Spatial Concerns
- Strategic planning (shared responsibilities on budget and strategic planning with the Health Sciences Administrative Council)
- Other issues of importance to the faculty
III. Membership

The EC will have six standing members: one representative from the College of Pharmacy (COP), one representative from the School of Nursing (SON), one representative from the School of Rehabilitation and Communication Sciences (SRCS), one representative from the Kasiska School of Health Professions (KSHP), one representative from the Office of Medicine and Oral Health (OMOH), and one representative from the Meridian campus. In the event the Council membership does not include clinical or academic faculty, the Executive Council members will appoint a 7th member to represent the missing category.

Each EC member will represent the unit or group which selected them while advising in the best interest of the Division. For example: the Meridian representative will be selected only by Meridian faculty and will present the Meridian faculty point of view to the Executive Dean. EC members will not represent more than one constituent base to ensure a clear voice for all faculty members.

A. Eligibility

All EC members will be nominated, and then selected by the faculty.

Nominees must be at least three quarter time faculty employed by ISU for a minimum of six years. Part time employment can be accrued to equal six years of full time employment.

Faculty and Program Directors are eligible for nomination but School/College Directors and Department Chairs may not serve on the EC.

Questions on eligibility will be decided upon by the EC.

B. Selection Process

Unit Director/Dean/Associate Dean will be notified by the EC and initiate the call for nominations. Nominations may come from Department Chairs, Program Directors, faculty members, Associate Deans, Deans, Coordinators, the Executive Dean or self. The nominee may decline nomination. If no nominations come from the school then the Executive Dean may appoint a qualified nominee, who may choose to participate on the Council.

The faculty of the units shall develop specific policy for the orderly selection of their representative. Any faculty member who is 0.5 FTE or greater should have equal voice in the selection process.
Unit directors will notify the Executive Dean of selection results. Letters of appointment will be generated from the Executive Dean’s office, confirming the selection results, the term and release time granted.

C. Terms of Service

Members of the EC will serve for a three year term. EC meetings may be held for 12 months of the year. EC Members will be compensated as appropriate for time served when off of their current contract.

For the first year terms will be:

- **3 years of service (Until August 2014)**
  - Meridian
  - Kasiska School of Health Professions

- **2 years of service (Until August 2013)**
  - College of Pharmacy
  - School of Nursing

- **1 year of service (Until August 2012)**
  - School of Rehabilitation and Communication Sciences
  - Office of Medical and Oral Health

With the first year of service excluded, representatives will be requested in the Spring semester, with service beginning in the Fall semester annually as needed.

In the event of resignation from an EC, replacements will be elected using the same nomination and selection process as standing members. They will be asked to fulfill the original member's term.

D. Release Time

Each EC member will be granted release time, with suggested release time set at 1 workload unit for fall semester and 2 workload units for the spring semester. Release time may be from research, teaching or other duties, as negotiated by Program Director/Department Chair/Associate Dean and the EC member and based on individual and departmental/program needs. Members of the Executive Council must realize they may be called upon to provide advice during summer months when they are not on contract. Reimbursement for time spent serving on the EC when members are not on contract will be provided. The EC will evaluate release time after its first full year of existence to determine equitable release time. The
Executive Dean is responsible for finding necessary resources to fund release time if applicable.

IV. Amendments

This document will be re-evaluated on an annual basis. Amendments will be voted and agreed upon by a simple majority Division wide faculty vote. All faculty who are .5FTE and greater will be eligible to vote. The EC facilitates this process.