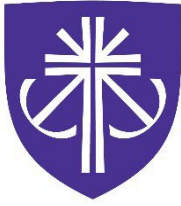


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STONEHILL COLLEGE

Ordinances

Revised and Approved

July 15, 2026

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Preamble

These ordinances have been promulgated under the provisions of the corporate charter of the Foundation of Our Lady of Holy Cross, Incorporated, under the General Laws of the Commonwealth of Massachusetts on August 13, 1934, as amended on June 30, 1948, by a Certificate of Change of Purpose approved by the Board of Collegiate Authority and the Commissioner of Corporations and Taxation, as further amended in 1972 to effect a change in the corporate title of Stonehill College, Inc. Authority for the adoption and promulgation of these Ordinances is exercised by virtue of the power contained in the Certificate of Change of Purpose aforesaid, authorizing the establishment, conduct and maintenance of Stonehill College at Easton, Massachusetts.

The terms, power, duties and obligations of the Fellows, Incorporators, Trustees and Officers of the Corporation are set forth in the Bylaws of the College of which these Ordinances shall at all times be subject and subordinate.

Section I – College Governance

Article I: The Senior Leadership

The Vice President for Academic Affairs

The Vice President for Academic Affairs shall

- be recommended by the President and appointed by the Board of Trustees.
- be immediately responsible to the President.
- oversee the activities of such subordinate positions as the President shall determine.
- advance the College's mission as "a Catholic institution of higher learning founded and guided by the Congregation of Holy Cross, [as] a community of scholarship and faith, committed to fostering a culture where differences are affirmed and anchored by a belief in the inherent dignity of each person."
- submit annually to the Vice President for Finance and Treasurer a budget for the departments they oversee.
- submit an annual report to the President.
- be responsible for all academic activities of the College and, in conjunction with the Vice President for Enrollment Management, the retention of students
- engage in a continuous study of the curriculum and its effectiveness.
- publish annually an academic catalog.
- establish criteria for students for honors and awards, and for probation, separation, and dismissal from the College for academic reasons.
- certify to the President the names and candidates for degrees and programs where the candidates have met all requirements.

The Vice President for Student Affairs

The Vice President for Student Affairs shall

- be recommended by the President and appointed by the Board of Trustees.
- be immediately responsible to the President.
- oversee such subordinate positions as the President shall determine.
- advance the College's mission as "a Catholic institution of higher learning founded and guided by the Congregation of Holy Cross, [as] a community of scholarship and faith,

committed to fostering a culture where differences are affirmed and anchored by a belief in the inherent dignity of each person.”

- submit annually to the Vice President for Finance and Treasurer a budget for the departments they oversee.
- submit an annual report to the President.
- be responsible for all extracurricular activities of students at the College.
- be responsible for student conduct in non-academic matters.
- offer extracurricular programs to students that increase their knowledge in educational, social, and personal areas.
- oversee the development and implementation of counseling, health, and wellness programs and services for students.
- oversee the operation of campus residential facilities and ensure the quality of student dining services and nutritional programs.

The Vice President for Advancement

The Vice President for Advancement shall

- be recommended by the President and appointed by the Board of Trustees.
- be immediately responsible to the President.
- oversee such subordinate positions as the President shall determine.
- advance the College’s mission as “a Catholic institution of higher learning founded and guided by the Congregation of Holy Cross, [as] a community of scholarship and faith, committed to fostering a culture where differences are affirmed and anchored by a belief in the inherent dignity of each person.”
- submit annually to the Vice President for Finance and Treasurer a budget for the departments they oversee.
- submit an annual report to the President.
- direct a campaign of continuous fundraising and shall solicit funds for the College.
- direct special, comprehensive fundraising campaigns.
- arrange appointments for the President to solicit funds from persons, corporations, and foundations.
- oversee alumni engagement and involvement.
- manage the College’s relationships with local municipal governments.

The Vice President for Enrollment Management

The Vice President for Enrollment Management shall

- be recommended by the President and appointed by the Board of Trustees.
- be immediately responsible to the President.
- oversee such subordinate positions as the President shall determine.
- advance the College’s mission as “a Catholic institution of higher learning founded and guided by the Congregation of Holy Cross, [as] a community of scholarship and faith, committed to fostering a culture where differences are affirmed and anchored by a belief in the inherent dignity of each person.”
- submit annually to the Vice President for Finance and Treasurer a budget for the departments they oversee.
- submit an annual report to the President.

- be responsible for the admission, enrollment, internal and external communications, and, in conjunction with the Vice President for Academic Affairs, the retention of students.
- ensure the integrity of the College's marketing and branding.
- Recommend to the Vice President for Finance and Treasurer scholarship and financial aid policies and procedures.

The Corporate Officers

The Vice President for Finance and Treasurer

The Vice President for Finance and Treasurer shall

- be recommended by the President and elected by the Board of Trustees.
- be immediately responsible to the President and the Chair of the Board of Trustees.
- oversee such subordinate positions as the President shall determine.
- advance the College's mission as "a Catholic institution of higher learning founded and guided by the Congregation of Holy Cross, [as] a community of scholarship and faith, committed to fostering a culture where differences are affirmed and anchored by a belief in the inherent dignity of each person."
- submit annually to the Board of Trustees a budget for the College.
- submit an annual report to the President.
- carry out the duties of the Treasurer as specified in the Bylaws of the Corporation.

The Vice President & General Counsel and Clerk of the Corporation

The Vice President and General Counsel and Clerk of the Corporation shall

- be recommended by the President and elected by the Board of Trustees.
- be immediately responsible to the President.
- oversee such subordinate positions as the President shall determine.
- advance the College's mission as "a Catholic institution of higher learning founded and guided by the Congregation of Holy Cross, [as] a community of scholarship and faith, committed to fostering a culture where differences are affirmed and anchored by a belief in the inherent dignity of each person."
- submit annually to the Vice President for Finance and Treasurer a budget for the departments they oversee.
- submit an annual report to the President.
- be responsible for managing the legal affairs of the College, ensuring the College's compliance with state and federal laws, including civil rights laws and employment and labor laws.
- carry out the duties of the Clerk as specified in the Bylaws of the Corporation.

The President's Staff

The Chief of Staff

The Chief of Staff shall

- be recommended by the President and appointed by the Board of Trustees.
- be immediately responsible to the President.
- oversee such subordinate positions as the President shall determine.
- advance the College's mission as "a Catholic institution of higher learning founded and guided by the Congregation of Holy Cross, [as] a community of scholarship and faith,

committed to fostering a culture where differences are affirmed and anchored by a belief in the inherent dignity of each person.”

- submit annually to the Vice President for Finance and Treasurer a budget for the departments they oversee.
- submit an annual report to the President.
- be responsible for the administration of the Executive Office and its staff.
- oversee and set the agenda for meetings of the Senior Leadership Team with the President when meeting as a cabinet.
- provide guidance and administrative oversight of the College's strategic priorities.

The Director of Campus Ministry

- The Director of Campus Ministry shall
- be recommended by the President and appointed by the Board of Trustees.
- be immediately responsible to the President.
- oversee such subordinate positions as the President shall determine.
- advance the College's mission as “a Catholic institution of higher learning founded and guided by the Congregation of Holy Cross, [as] a community of scholarship and faith, committed to fostering a culture where differences are affirmed and anchored by a belief in the inherent dignity of each person.”
- submit annually to the Vice President for Finance and Treasurer a budget for the departments they oversee.
- submit an annual report to the President.
- shall advise on and enhance the College's mission and Catholic identity.
- shall offer programs to students that increase their knowledge in educational, spiritual, and personal areas.
- support the spiritual and religious needs of all students.

Article II: The Faculty Leadership

The Faculty Senate

The Faculty Senate shall

- consist of full-time faculty, the number of which is determined by the President of the College. The senators shall be elected from and by the full-time faculty. The Senators shall serve a 3-year term.
- operate under Robert's Rules of Order and Parliamentary Procedure as may be modified by the Faculty Senate from time to time.
- elect a Senate President from among the elected Senators. The Senate President shall
 - serve as the Chair of the Faculty Senate.
 - attend regular meetings with the Vice President for Academic Affairs and members of the VPAA's leadership team.
 - attend regular meetings with the President of the College.
 - Represent the Faculty Senate at meetings of the Academic Affairs Committee of the Board of Trustees.
 - receive compensation for their services as determined by the Vice President for Academic Affairs.
- elect a Senate Vice President from among the elected Senators. The Senate Vice President shall

- serve in the absence of the Senate President. In the event the Senate President is unable to continue to serve, then the Vice President shall assume the Presidency.
- attend meetings at the request of the Senate President, Vice President for Academic Affairs, or President of the College.
- receive compensation for their services as determined by the Vice President for Academic Affairs.
- with the approval of the President of the College or their designee, establish or suppress sub-committees of the Senate. The Vice President for Academic Affairs shall recommend the formation of sub-committees.
- subject to the Bylaws of the College and these Ordinances exercise legislative powers concerning the curriculum, faculty internal governance, and promotion and tenure criteria.
- recommend policies (Policies recommended by the Senate must be ratified by the President of the College before they become effective. Upon submission of a recommendation to the President, the President shall endeavor to review the policy within 60 days. The President may ratify the policy, reject the policy, return the policy for clarification, or take the recommendation under advisement but take no further action. Procedures recommended by the Senate must be approved by the Vice President for Academic Affairs before they become effective.)
- have advisory powers concerning College-wide issues.
- meet regularly and be open to the College community.
- meet in both open and executive sessions consistent with the rules of the Senate.

Article III: Special Assistants to the President

From time to time, the President may appoint Special Assistants who shall be immediately responsible to the President. The responsibilities, job description, and job title of such Special Assistants shall be determined by the President. The President may invite additional positions to serve, from time to time, as a member of the President's Senior Leadership.

Section II – Standing Committees

Article I: Standing Committees Purpose & Operation

Participation

Standing Committees participate in the decision-making processes of the College's governance.

None of the committees can or should operate in isolation. They are dependent upon input both for the formulation and the resolution of their appropriate agenda. Within such a framework, different approaches may be advanced, discussed, and resolved.

Within the structure, the President, Senior Leadership, Faculty Senate, Staff Council, and Student Government Association bear a primary responsibility to recommend agenda items to the appropriate committee(s).

It is the prerogative of the Board of Trustees within the jurisdiction granted it by the Bylaws to consult with Standing Committees as necessary or desirable in the exercise of Board responsibilities and fiduciary duties.

Operation

All Standing Committees shall operate in accordance with Robert's Rules of Order and Parliamentary Procedure.

Standing Committees must publish meeting agendas and minutes for all meetings held. The Chair must provide a copy of each agenda at least five (5) days prior to a meeting and must provide approved minutes to the Clerk of the Corporation within 30 days of the approval of the minutes.

Selection of Committee Members

Unless otherwise specified, appointments of faculty representatives to committees directly reporting to the Senate and to the Standing Committees included in these Ordinances, shall be determined by a process established by the Faculty Senate and the terms of faculty committee members shall be set by the Faculty Senate.

Unless otherwise specified, appointments of student representatives to committees shall be determined by the Executive Board of the Student Government Association and the terms of student committee members shall be set by the Executive Board of the Student Government Association in consultation with the Director of Student Engagement.

Unless otherwise specified, appointments of staff to committees shall be determined by the Senior Leadership or Staff Council as determined by the President of the College and the term of a staff committee member shall be set at three years, with the possibility of re-appointment.

Appointments to ad-hoc, temporary, or limited scope committees that are not included in these Ordinances shall be determined by the President.

Article II: Reporting Structure

Reporting to the Board of Trustees

No Standing Committee shall report directly to the Board of Trustees.

Reporting to the President of the College

The Faculty Grievance Committee

Membership

3 Tenured members of the Faculty and 3 Alternates

- 1 Faculty member from the Liberal Arts, Social Sciences and Education disciplines

- 1 Faculty member from the STEM disciplines

- 1 Faculty member from the Meehan School of Business

2 Untenured members of the Faculty and 2 Alternates

- 1 Faculty member from the May School of Arts & Sciences

- 1 Faculty member from the Meehan School of Business

Description

The Faculty Grievance Committee is established to hear faculty grievances. The Committee shall convene as needed to address grievances submitted by a faculty member. It shall provide notice of meeting to the grieving party and shall conduct a hearing under established policies and procedures. It shall provide a written notice of its decision to the grieving party within a reasonable time after the hearing is concluded and shall report its findings and decision to the Vice President for Academic

Affairs. A subcommittee of the Grievance Committee hears appeals of tenure or promotion decisions based on alleged violations of procedure. The members of the Grievance Committee who hold tenure or are tenurable compose the subcommittee for these appeals as more fully described in the College's policies.

Rank & Tenure Committee

Membership

1 member of the Faculty from the Liberal Arts, Social Sciences and Education disciplines.

1 member of the Faculty from the STEM disciplines.

2 members of the Faculty from the May School of Arts & Sciences

2 members of the Faculty from the Meehan School of Business.

1 At-Large Faculty member.

Associate Vice President for Academic Operations (ex officio, non-voting).

Description

The Rank and Tenure Committee is responsible for assessing candidates' materials and providing recommendations on tenure and/or promotion decisions. These recommendations are conveyed, along with the committee's votes, to the Vice President for Academic Affairs. Additionally, the committee plays a crucial role in shaping proposals related to tenure and promotion criteria, as well as procedural adjustments concerning pre-tenure, tenure, and promotion applications. These proposals are subsequently presented to the Faculty Senate for deliberation and consideration.

Planning Committee

Membership

President of the College, Chair

Assistant Vice President for Planning & Budget, Vice Chair

Faculty Senate President

Chair of the Staff Council

1 Faculty member from the May School of Arts & Sciences

1 Faculty member from the Meehan School of Business

1 Faculty member At-Large

The Student Government Association President or their designee 3 Staff representatives selected by the President

Description

Established by the President, the Planning Committee provides advice and counsel to the President in the areas of strategic and operational planning. The Committee works to ensure that an effective college-wide planning system exists in which major academic and administrative areas are reviewed and monitored to achieve agreed upon goals, timelines, and metrics respectively. Open dialogue, collaborative discussions, and at times, discretion are vital for this Committee to work effectively and efficiently

Subcommittees of Planning

To address specific strategic areas, the President will form subcommittees, where membership shall be determined by the recommendations of the subcommittee and approved by the President. Each subcommittee will keep minutes/summary of their meetings, share highlights, and ask questions of the Planning Committee based on their discussions, and provide notes and next steps with the entire community. Ad hoc subcommittees can also be formed and revised at any time based on current planning goals and process upon approval of the President.

Staff Council

Membership

Staff shall be defined as all benefits-eligible employees who are not members of senior leadership, deans, and assistant or associate vice presidents. Staff refers to all non-exempt and exempt employees whose primary role is administrative in nature. All Staff are represented by Staff Council. All staff may vote in elections for Staff Council, may attend Staff Council meetings, and may serve on Staff Council committees.

The Staff Council will consist of 12 voting representatives, elected by staff. It is the goal of the Council to maintain approximately the same distribution between administrative, administrative support, and service staffs as the general population, keeping in mind exempt and non-exempt staff, as well as bargaining unit and non-bargaining unit staff members.

The President shall also appoint up to two non-voting representatives to act as resources and information liaisons. Appointees serve for a two-year term.

Description

The purpose of the Staff Council is to act as the representative body of all staff of Stonehill College. As such, it shall review and make inquiries into matters of the Stonehill community for the benefit of all concerned and organize and conduct meetings to seek clarification and make recommendations. The Staff Council shall maintain a Charter that shall be approved by the President. It will work cooperatively with other Standing Committees and Human Resources to attend benefits-related presentations.

Emergency Response Group

Membership

Associate General Counsel, Chair

Chief of Staff or designee

Director of Health Services

Chief of Campus Police Director of Counseling Services

Associate Vice President for Student Affairs/Dean of Students Associate Vice President for Academic Operations

Director of Communications and Media Relations or designee Chief Information Officer or designee

Assistant Vice President of Human Resources or designee Director of Residence Life or designee

Director of Facilities Management or designee

Description

Guides and assists the President and the Emergency Policy Group (which consists of the Senior Leadership Team) in making policy and financial decisions needed during a campus crisis. Upon the approval of the President, the Emergency Management Committee may create standing subcommittees to address specific areas.

Catholic Identity Committee

Membership

President or designee, Co-Chair Director of Campus Ministry, Co-Chair

1 member of the Congregation of Holy Cross selected by the President in consultation with the Board of Incorporators

1 non-exempt or bargaining unit employee appointed by the Vice President for Finance and Treasurer

1 appointee of the Vice President for Academic Affairs

1 appointee of the Vice President for Finance and Treasurer 1 appointee of the Vice President for Student Affairs

1 appointee of the President in consultation with the Director of Campus Ministry 1 appointee of the Vice President for Advancement

1 appointee of the Vice President for Enrollment Management

1 representative of the Alumni selected by the President in consultation with the Director of Alumni Affairs

4 faculty representatives (one of whom shall be a member of the Religious Studies & Theology Department)

2 Student representatives

Description

Articulates and clarifies issues of Catholic identity and Holy Cross sponsorship as it relates to the mission of the College. Provides a forum for the constituencies of the College to offer input into these questions.

Reporting to the Faculty Senate

The Faculty Assembly

Membership

Membership in the Faculty Assembly is given to all faculty members teaching at least six (6) hours during the semester in which they are teaching the six hours; to all faculty members on sabbatical leave; to all faculty members with a one-year contract whose work consists of at least six hours of teaching or research; to all librarians and department chairpersons with faculty status, even though they may not be teaching; and to Laboratory Instructors with faculty status. Faculty members on leave of absence retain their membership in the Faculty Assembly.

Description

Provides a campus-wide forum for the Faculty to surface issues and discuss topics of import.

Faculty Compensation Committee Membership

1 member of the Faculty from an AACSB-accredited discipline

1 adjunct Faculty member

4 members of the Faculty At-Large

Members of the College Administration (non-voting) selected by the President

Description

Reviews, provides feedback, and maintains information on full- and part-time faculty salaries, benefits, and other compensation, including faculty development funds. Reports to the Faculty Senate and to the faculty at-large its estimation of the fairness, effectiveness, and competitiveness of the current, and any proposed, salary, benefits, and compensation schemes. Works collaboratively with the Human Resources Advisory Committee and Staff Council to receive information on the College's benefit plans. The Committee will work cooperatively with other standing committees and Human Resources to attend benefits-related presentations.

Curriculum Committee: Graduate & Professional Studies Membership

1 member of the Faculty from Business Administration

1 member of the Faculty from Professional Studies

1 member of the Faculty from Teacher Education

1 member of the Faculty with Joint Undergraduate/Graduate Appointment

1 member of the Faculty At-Large

Assistant Director of Accreditation & Assessment

Ex-officio, non-voting members:

Registrar's Office Representative

Academic Advising Representative

Library Representative

Dean, Graduate & Professional Studies

Description

The committee meets monthly from August through June to review proposals for minor curricular changes, proposals for new programs, majors or minors (or elimination of majors or minors, reviews academic policies and other curricular issues. One faculty member is elected the Chair of the Committee.

Curriculum Committee: May School of Arts & Sciences Membership

2 members of the Faculty from the Liberal Arts, Social Sciences or Education

2 members of the Faculty from the STEM disciplines

1 member of the Faculty At-Large within the May School

Representative for Licensure Matters

Ex-officio, non-voting members:

Registrar's Office Representative
Academic Advising Representative
Library Representative
Dean, May School of Arts & Sciences

Description

The committee meets monthly from August through June to review proposals for minor curricular changes, proposals for new programs, majors or minors (or elimination of majors or minors), reviews academic policies and other curricular issues. One faculty member is elected the Chair of the Committee.

Curriculum Committee: Meehan School of Business Membership

6 members of the Faculty At-Large from the AACSB-accredited programs

1 member of the Faculty from the Healthcare Management or Economics programs

Ex-officio, non-voting members:

Registrar's Office Representative
Academic Advising Representative
Library Representative
Dean, Meehan School of Business

Description

The committee meets monthly from August through June to review proposals for minor curricular changes, proposals for new programs, majors or minors (or elimination of majors or minors), reviews academic policies and other curricular issues. One faculty member is elected the Chair of the Committee.

Curriculum Committee: Skyhawk Core Membership

3 Faculty members from the Liberal Arts, Social Sciences and Education disciplines

1 Faculty member from the STEM disciplines

1 Faculty member from the Meehan School of Business disciplines

1 Faculty member At-Large

Regardless of the faculty who are elected to the Committee, the overall membership must include representation from the following areas of expertise (one member can represent multiple areas or disciplines):

Catholic Thought & Action
Differences, Perspectives & Reflection
Ethical Reasoning

The Chair may also add up to three invited faculty from other disciplines/fields

Ex-officio, non-voting members:

Registrar's Office Representative

Academic Advising Representative

Library Representative

Dean, May School of Arts & Sciences

Description

The Skyhawk Core Curriculum Committee awards Skyhawk Core Curriculum attributes to undergraduate courses and works on special general education projects

Governance Committee

Membership

Faculty Senate President, Chair

Faculty Senate Vice President

2 members of the Faculty from the May School of Arts & Sciences

1 member of the Faculty from the Meehan School of Business

1 member of the Faculty At-Large

All faculty members should have completed 2 or more full-time years of employment at the College; whenever possible, at least one faculty member should be at the rank of Professor.

Vice President for Academic Affairs (as needed/available)

Description

Oversees faculty elections, special elections, and the filling of vacancies. Receives all nominations for faculty seats and encourages faculty to participate in committee work. Collects annual reports from all committees on which faculty serve. Proposes structures for faculty internal governance.

Professional Development Committee

Membership

1 member of the Faculty from the Liberal Arts, Social Sciences or Education

1 member of the Faculty from the STEM disciplines

1 member of the Faculty from the Meehan School of Business

3 members of the Faculty At-Large

1 Staff member selected by the Vice President for Academic Affairs (non-voting)

Description

Oversees the Sabbatical Leave process, Research, Writing & Artistic Production Grants process, and Seminar/Institute Grants process. The committee submits its recommendations to the Vice President for Academic Affairs for final approval. Proposes and reviews procedures for all sabbaticals and professional development grants and considers and proposes changes to the Vice President for Academic Affairs to allocation policies and procedures for faculty development funds.

Standards & Standing Committee

Membership

Director of Advising & Academic Success, Chair

1 member of the Faculty from the Liberal Arts, Social Sciences or Education

1 member of the Faculty from the STEM disciplines

1 member of the Faculty from the Meehan School of Business

2 members of the Faculty At-large

1 Staff member selected by the Vice President for Academic Affairs

Registrar

Description

Acts on individual requests for substitutions for or waivers of degree requirements. Acts on individual requests for variation from academic policy. Evaluates college-level equivalence requests. Recommends policies and guidelines for academic probation, separation, leave of absence, or dismissal. Considers cases of academic probation, separation, leave of absence, or dismissal. Acts on applications for readmission. Recommends requirements for eligibility for a degree. Recommends guidelines for determining reasonable progress towards a degree, including policy on course sequencing, course load limits, and acceptable academic work requirements. Recommends procedures regarding grades, their meaning, and their use in determining grade point averages. Recommends procedures for awarding degrees with honors.

Reporting to the Vice President for Academic Affairs

Academic Appeals Board (AAB)

Membership

The Vice President for Academic Affairs or their designee, Chair

1 Faculty member from the Liberal Arts, Social Sciences and Education disciplines

1 Faculty member from the STEM disciplines

1 Faculty member from the Meehan School of Business

1 Faculty member from among the faculty within Graduate and Professional Studies

1 undergraduate student representative (selected from a pool on a rotating basis selected by the SGA in consultation with the Vice President for Student Affairs or their designee)

1 graduate student representative (selected from a pool on a rotating basis selected by the Dean of Graduate and Professional Studies or their designee)

Description

Hears all requests for appeals resulting from Academic Integrity Board hearings as well as the Grade Re-evaluation and Dispute process. A quorum of three AAB members must be present to conduct a hearing.

Academic Integrity Board (AIB)

Membership

2 Faculty members from the Liberal Arts, Social Sciences and Education disciplines

2 Faculty members from the STEM disciplines

2 Faculty members from the Meehan School of Business

3 Faculty members from the Division of Graduate & Professional Studies

2 student representatives (selected from a pool on a rotating basis selected by the SGA in consultation with the Vice President for Student Affairs or their designee)

2 graduate student representatives (selected from a pool on a rotating basis selected by the Dean of Graduate and Professional Studies or their designee)

The Director of Community Standards (non-voting, advisory capacity)

The School Deans are responsible for convening the Committee and can either serve as the chair of the hearing or delegate a faculty member for this role.

Description

When there is a dispute over either an alleged violation of the academic integrity policy or its consequent sanction, the AIB reviews statements from the charged student, the faculty member, and witnesses with knowledge of the incident. The AIB determines whether or not the student violated the academic integrity policy and determines the nature of the sanction if the student is found responsible. Because these hearings must occur soon after the alleged event, a representative group of faculty and students will be trained so that a quorum of five AIB members can be present to conduct a hearing. The Board will be comprised of two faculty, two students, and the Vice President for Academic Affairs or their designee who serves as Chair of the Board. Members of the AIB may not serve on the AAB.

Teaching Excellence Award Committee

Membership

Vice President for Academic Affairs or their designee, Chair 2 most recent, available Hegarty Award winners

Dean of the School of Arts & Sciences Dean of the School of Business

Dean of Graduate and Professional Studies

Description

Solicits nominees from the respective constituencies, and for the selection of the outstanding faculty member in accordance with the criteria approved by the faculty Senate in consultation with the Vice President for Academic Affairs.

Institutional Review Board (IRB)

Membership

Consistent with federal law, the IRB shall have at least five (5) members with varying backgrounds to promote complete review of the research activities commonly conducted by the institution as well as specific membership affiliations required by federal law [science as primary focus, non- science as primary focus, non-affiliated (non-institution) community member]. The Director of the Office of Research, Grants & Sponsored Projects (non-voting) will also be a member. Members are appointed by the Vice President for Academic Affairs From within this membership a chair is appointed.

Description

Receives certification by the US Department of Health and Human Service's Office of Human Research Protection. Protects the rights of human participants in research conducted at the College. Any research involving human participants conducted either at Stonehill College or under its sponsorship at another location must be reviewed or approved by the IRB.

Institutional Animal Care and Use Committee (IACUC)

Membership

4 Faculty representatives, at least one of whom must be a tenured faculty member and at least two of whom must be from the science faculty, and one of whom is not a member of the science faculty, all appointed by the Vice President for Academic Affairs

A certified attending veterinarian, appointed by the Vice President for Academic Affairs
A representative of the local community, appointed by the Vice President for Academic Affairs

Description

Provides internal oversight of the Animal Care Program at Stonehill College. Oversees and evaluates all aspects of animal care and use. The IACUC is mandated by federal law.

Reporting to the Vice President and General Counsel

Human Resources Advisory Committee

Membership

Assistant Vice President of Human Resources or designee, Chair

1 appointee of the President – Staff Council Chair or designee

1 appointee of the Vice President for Academic Affairs

1 appointee of the Vice President for Advancement

1 appointee of the Vice President for Finance and Treasurer

1 appointee of the President for Mission related concerns

1 appointee of the Vice President for Student Affairs

1 appointee of the Vice President for Enrollment Management

3 members of the Faculty At-Large

3 appointees from among the Facilities Management Non-Exempt Employees
1 appointee from among the Campus Police Officers

Description

Provides a venue for employee input and feedback regarding the overall employee experience, including HR policies and benefits. Provides to HR the employees' points of view regarding the communication of important employment matters, including health and welfare benefits, compensation, and professional development and training.

Accessibility Resources Committee

Membership

Director of Accessibilities Services or their Designee, Chair

Assistant General Counsel/Civil Rights and Title IX Coordinator, Co-Chair

1 Faculty representative

1 Student representative

Assistant Vice President of Human Resources or designee

Director of Residence Life or Designee

Director of the Counseling Services or Designee

Director of Health Services or Designee

Director of Facilities Management or Designee

Assistant Director of Accessibilities Services

Description

Advises the College on all matters relating to the accommodation of individuals with disabilities. Consults with administrators directly impacted by compliance issues to determine effective policies and procedures to ensure compliance with federal, state, and municipal statutes and regulations.

Reporting to the Vice President for Advancement

Town-Gown Committee

Membership

College administrators and local Easton officials invited to participate by the Vice President for Advancement in consultation with the President

Description

Promotes strong relations between the College and the local community. Shares information and addresses concerns and issues impacting the various constituencies.

Reporting to the Vice President for Finance and Treasurer

Environmental Stewardship Committee

Membership

3 Faculty representatives appointed by the Vice President for Academic Affairs 1 appointee of the President

1 staff appointee of the Vice President for Academic Affairs 1 appointee of the Vice President for Advancement

2 appointees of the Vice President for Finance and Treasurer

1 appointee of the President in consultation with the Director of Campus Ministry

2 appointees of the Vice President for Student Affairs, one of whom shall serve in the Residence Life Department

1 appointee of the Vice President for Enrollment Management

The President of Students for Environmental Action (SEA) or designee

1 underclassman who is a member of SEA, selected by the President of SEA 1 other student member of SEA, selected by the President of SEA

Director of Communications and Media Relations or designee

Energy Manager

Student Government Association Representative

Dining Services General Manager

Athletics Representative

Description

Foster proactive environmentally sustainable policies, approaches, and practices by the campus community, consistent with Stonehill's mission, guiding principles, and student learning goals and outcomes.

Reporting to the Vice President for Student Affairs

Student and Family Orientation Committee

Membership

Director of Student Engagement, Chair

Up to 20 members of the College community selected by the Vice President in consultation with Senior Leadership. The membership shall provide expertise in the following areas: student engagement, first-year experience, residence life, counseling, intercultural affairs, athletics, enrollment, academic advising, faculty, registrar, information technology, Campus Ministry, student success and retention, and accessibility services.

Description

Plans and implements a comprehensive first-year student and family orientation program. Works to coordinate the efforts of all divisions of the College to achieve this goal.

First-Year Experience Committee

Membership

Co-Chairs to be selected by the Vice President for Student Affairs and the Vice President for Academic Affairs.

Up to 10 members of the College community selected by the Vice President of Student Affairs in consultation with Senior Leadership. The membership shall provide expertise in the following areas: student engagement, residence life, intercultural affairs, athletics, enrollment, student success and retention, and campus ministry.

Description

Reviews programs and services offered to first-year students to ensure both a smooth transition to college and that their needs are addressed effectively. Oversees the creation and management of the First-Year Experience course.

Athletic Committee on Academics (ACA)

Membership

Deputy Director of Athletics/Deputy Title IX Coordinator, Co-Chair

Faculty Athletic Representative (from ACA Committee), Co-Chair

Associate Athletic Director for Compliance and Student Athlete Success

Faculty representative from the May School of Arts and Sciences appointed by Faculty Senate

Faculty representative from the Meehan School of Business appointed by Faculty Senate
Faculty representative from Graduate and Professional Studies appointed by Faculty Senate

1 female head coach appointed by the Director of Athletics
1 male head coach appointed by the Director of Athletics

Registrar or designee

Director of Academic Advising or Designee

Student-Athlete Representative from Student-Athlete Advisory Committee

Description

Emphasizes the academic pursuits of our student-athletes while balancing a competitive NCAA Division I intercollegiate experience. Sets annual goals and objectives to support the academic health of our student-athletes through academic recognition events during the year. Fosters the partnership of faculty and athletic staff in a common role in the overall education of the student-athlete.

The Gender Equity in Athletics Committee

Membership

Senior Associate Athletic Director or the Senior Woman Administrator for Athletics (SWA) as determined by the Vice President for Student Affairs, Co-Chair

Associate General Counsel or Designee, Co-Chair

Assistant Vice President/Director of Athletics or designee

1 Faculty representative appointed by the Vice President for Faculty Senate

1 male full-time coach, appointed by the Director of Athletics

1 female full-time coach, appointed by the Director of Athletics

Title IX Coordinator

Assistant Vice President of Student Financial Assistance or Designee

Director of Facilities Management or Designee

Description

Ensures gender equity in athletic compliance with Title IX and its three main components:

(1) effective accommodation of student interests and abilities (participation), (2) athletic financial assistance (scholarships), and (3) other program components (the "laundry list" of benefits to and treatment of athletes). Reviews an annual Title IX assessment report to be used to generate recommendations that are used to work toward and/or ensure Title IX compliance in Intercollegiate Athletics.

Needs Assessment Team

Membership

Associate Vice President for Student Affairs/Dean of Students, Chair
Director of Advising & Academic Success

Director of Counseling Services

Assistant Director of Accessibility Services

Director of Health Services

Director of Residence Life Director of Community Standards Chief of Campus Police

Description

Synthesizes information across disciplines in order to increase identification of students in need, analyze risk, and develop a planned response.

Wellness Coalition

Subcommittees Membership

Risk Awareness and Resource Promotion

Director of Counseling Services or designee, Chair Director of Health Services or designee

Navigation Center for Student Success or designee

Assistant Director of Accessibility Services or designee Deputy Athletic Director or designee

1 Faculty Representative

1 Student Representative as appointed by SGA

Outreach and Education

Coordinator of Health and Wellness Promotion or designee, Chair

Associate Director of Counseling Services or designee

Campus Minister for Community Engagement or designee

Director of Intercultural Affairs or designee

Director of Residential Life or designee

Assistant Director of Athletics for Recreational Sports or designee

Director of Communications and Media Relations or designee

1 Faculty Representative

1 Student Representative as appointed by SGA

Policy, Compliance, and Harm Reduction

General Counsel's Office designee, Chair

Associate Vice President for Student Affairs/Dean of Students or designee Navigation Center for Student Success or designee

Director of Community Standards or designee Director of Facilities Management or designee Chief of Campus Police or designee

1 Student Representative as appointed by SGA

Description

Stonehill College, a JED Campus, is dedicated to creating a student-centered climate that promotes academic challenge and rigorous inquiry, physical well-being and emotional growth, personal

responsibility, cooperative learning, and authentic community. The Wellness Coalition, comprised of three focused subcommittees, strives to foster a culture valuing and supporting the well-being of each community member through assessment, policy development, programming, service provision, and educational outreach.

Section III – Organizational Charts

The Organizational Charts of the College shall be maintained by the Office of the General Counsel and published on the website of the College.

Section IV – The Stonehill College Alumni Association

The mission of Stonehill College Alumni Association is to support the College in preparing men and women to achieve academic and professional goals, to foster a spirit of fellowship among its members for the betterment of the College, to strengthen the relationship between the Stonehill community and its alumni, and to encourage the intellectual, social and spiritual development of its members. The Bylaws of the Alumni Association shall be maintained and available for inspection in the Office of Alumni Affairs.