

BYLAWS OF THE FACULTY OF THE COLLEGE OF SPECIAL STUDIES¹

ARTICLE I

The Faculty of the College of Special Studies shall consist of the President, the Provost, the Dean of the College, those persons normally with a full-time appointment in one of the affiliated Schools who provide instruction in the College of Special Studies (which offers no tenure track appointments), and such other persons as the President may annually appoint on the recommendation of the Dean.

ARTICLE II

It shall be the function of this Faculty to decide questions of policy concerning the admission of students to the College of Special Studies; the academic supervision of such students; the development of appropriate programs with particular emphasis on those related to extended or continuing education; to nominate candidates for degrees as authorized by the Trustees; and to receive and act upon all reports of its committees.

ARTICLE III

The officers of the faculty shall be the Dean of the College of Special Studies, appointed by the Trustees, and a Secretary, elected annually by the Faculty.

ARTICLE IV

Section 1. The Standing Committees of this Faculty shall be:

(a) An **Administrative Committee**, which shall establish and oversee policies, particularly related to matters of personnel, that are concerned with the operation and development of the College. The Committee shall consist of at least three members of the Faculty, with the Dean of the College of Special Studies as Secretary.

(b) A **Program Review and Evaluation Committee**, whose responsibilities shall include receiving proposals for new programs, or changes therein, the periodic evaluation of existing programs; and recommending to the Faculty additions, modifications, or deletions in programs. The Committee shall consist of at least five members of the Faculty, three students enrolled in programs of the College, and the Dean of the College of Special Studies as Secretary.

Section 2. The members of the Administrative Committee shall be appointed by the President on recommendation of the Dean. Appointments to other standing committees shall be made by the Dean. Each standing committee shall report to the Faculty in writing at least annually.

ARTICLE V

The regular meetings of the Faculty of the College of Special Studies shall be held at least three times yearly, at the start of each semester and at the end of the academic year. Special meetings may be called at any time by the Provost or the Dean of the College of Special Studies.

ARTICLE VI

Five members shall constitute a quorum for the transaction of business.

ARTICLE VII

In the absence of the President, the Provost, the Dean of the College of Special Studies, or the Secretary shall preside, in that order.

ARTICLE VIII

The first three articles and this Article VIII of the Bylaws may only be amended by vote of the Trustees of Tufts College. Amendments to other Articles, not inconsistent with the Bylaws or regulations of the Trustees, may be made by a two-thirds majority of those voting at any stated meeting or properly called special meeting of the Faculty of the College of Special Studies, one month's previous notice of the proposed amendments having been given in writing.

Recommended by College of Special Studies Faculty, 5/26/82.
Endorsd by Trustee Academic Affairs Committee 10/20/82.
Vaoted by Board of Trustees 11/6/82.