

### **1.3.4 Health Care Colleges Council [05/09/05]**

#### **1.3.4.1 Functions**

The Health Care Colleges Council (hereafter: "HCC Council") shall be responsible to the University Senate concerning academic matters related to the six health-care-related colleges: Dentistry, Health Sciences, Medicine, Nursing, Pharmacy, and Public Health. Its principal functions and responsibilities are as follows:

##### **A. Course Procedures**

It shall consider all proposed new courses and changes in courses originating from a college represented on the HCC Council. On behalf of the University Senate, the HCC Council shall have final approval authority for these proposals so long as these courses would not be subject to review by Undergraduate and/or Graduate Councils.

##### **B. Program Procedures**

It shall consider all proposals for new academic programs, changes in academic programs, changes in degrees or degree titles, changes in the admission or graduation requirements, and other academic issues originating from a college represented on the HCCC. During review, it shall ensure that the development of new programs are accompanied by appropriate modification or discontinuation of old programs or courses in accordance with the University Senate Rules. On behalf of the University Senate, the HCC Council shall have final approval authority for proposals related to professional programs (including professional baccalaureate programs) that would not require review by another Council of the Senate and/or would not require final approval by the Board of Trustees and/or the Kentucky Council on Postsecondary Education. These courses are principally those at the 800 and 900-levels that address requirements toward a professional degree

##### **C. Limitation of authority**

Whenever a proposal submitted to the HCC Council originated from or is subject to review by another Council of the Senate OR requires final approval by the Board of Trustees or the Kentucky Council on Postsecondary Education, the HCCC shall not have final approval authority and, instead, shall recommend on that proposal to the Senate Council. If a situation arises where it is unclear if the HCC Council has final approval authority; the HCC Council will send a reviewed proposal forward with the HCC Council recommendation to the Senate Council for its consideration.

The Senate Council and University Senate shall always retain the prerogative and authority to review any proposal or decision of the HCC Council.

##### **D. Review of Programs**

It shall evaluate educational program objectives and course content to ensure appropriate breadth and depth and the availability of needed faculty;

##### **E. Off-campus Courses and Programs**

The HCC Council shall review distance learning activities for quality and effectiveness, in keeping with Southern Association Colleges and Schools (SACS) “substantive changes” criteria [US: 4/12/99]

#### **1.3.4.2 Composition**

The Health Care Colleges Council is composed of two representatives and two alternate representatives from the Colleges of Dentistry, Health Sciences, Medicine, Nursing, Pharmacy and Public Health elected by the faculty of each college. An individual from the Provost's office in the position of Associate Provost or equivalent shall serve as Chair of the HCC Council. In addition, there shall be three (3) representatives outside of these colleges, one each appointed by the Graduate, Senate and Undergraduate Councils, not necessarily from these Councils' memberships, to serve terms commensurate with the other members of the HCC Council.

#### **1.3.4.3 Election**

One HCC Council member (“official representative”) and one alternate from each college shall be elected each year for a two-year term, which shall begin September 1. To be eligible for election, candidates shall be a regular, full-time member of one of the six specified college faculties and shall be limited to those college faculty members who are eligible to be elected to the University Senate. . In addition, they shall have been members of a faculty of one of these colleges in a full-time academic rank for a period of at least two years. Administrative officers who also hold faculty appointments but who have lost status as a Faculty Employee are not eligible for election during their tenure as administrative officers. When a HCC Council member or an alternate becomes unable or ineligible to serve (i.e., resignation, leave of absence, assumption of administrative title, loss of status as a faculty employee ) a vacancy shall be declared and that eligible faculty member who at the last election received the highest number of votes without being elected shall be appointed to serve for the period of ineligibility of the elected or alternate member.

Alternate members shall be notified of all meetings and shall have the privilege of attending all meetings; they shall not vote, however, unless they are serving in place of official representatives. The alternates shall receive copies of minutes and other materials distributed to the HCC Council. When an official representative must be absent from a meeting, either alternate from his or her college can be designated by the HCC Council Chair to serve during that particular meeting.

The HCC Council shall meet monthly and upon call of the HCC Council Chair. Six (6) elected members or their alternates with a voting status for the purposes of the meeting shall constitute a quorum for the transaction of business.