

Bylaws of the Council of Academic Deans and Directors (CADD)

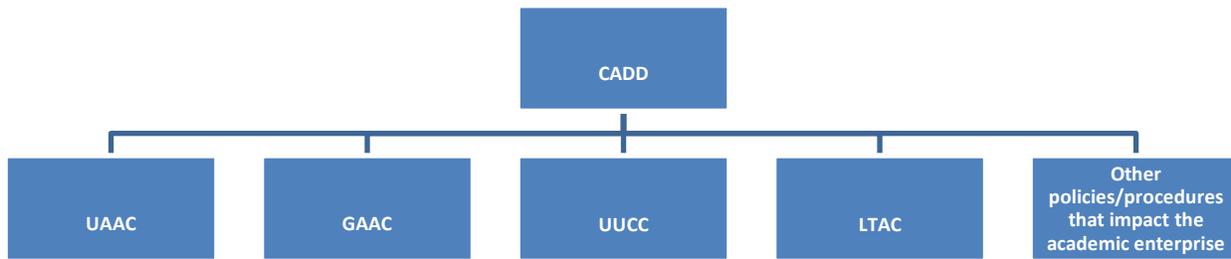
Effective Date: September 1, 2020

1.0 PURPOSE

This policy codifies the bylaws of the Council of Academic Deans and Directors (CADD).

2.0 COMMITTEE DEFINITION & RESPONSIBILITIES

CADD is the highest-level University-wide shared governance body for all academic units/colleges/schools under the leadership of the Provost. CADD serves a shared governance role in the development and advancement of academic programs and academic policies throughout the University; in terms of the hierarchy of shared academic governance, CADD is the governance body above all other college/school- and University-level bodies. CADD also addresses policies from other units throughout the institution (ITS, Business and Finance, Student Development, Human Resources, etc.) that impact the academic enterprise.



CADD is the principal advisory body to the Provost regarding the following:

- proposals for new undergraduate- and graduate-level academic programs (degrees, majors, minors, and certificates)
- substantive changes (as defined in UAAC, UUCC, and GAAC bylaws) to existing undergraduate- and graduate-level academic programs
- policies affecting undergraduate and graduate education (including but not limited to those implemented in/by the Offices of the Provost, Enrollment Management, the Registrar, Financial Aid, Student Financial Services, Information Technology Services, Residence Life, University Libraries, Student Development, Research Services, Human Resources, Business and Finance, General Counsel)
- major technologies adopted institution-wide that directly affect academic work (including, but not limited to: LMS, lecture capture, videoconferencing, etc.)
- policies affecting academic research, including but not limited to those implemented by the Office of the VP for Research
- co-curricular programming and student academic services (including but not limited to: academic advising, mentoring, learning communities, tutoring, academic support programs, and other initiatives integrating/bridging/otherwise supporting academic affairs and student affairs)
- proposals for academic and administrative unit creation, closure, and realignment

Via a standing agenda item on all CADD meeting agendas, all UAAC, UUCC, GAAC, and LTAC program and policy proposals will be deliberated and voted upon at CADD; via a standing agenda item on the UAAC, UUCC, GAAC, and LTAC meeting agenda, all CADD decisions and related deliberations will, as appropriate, be shared.

3.0 MEMBERSHIP

CADD is composed of the leaders of all major academic units at SLU (as defined in the membership below) as well as the President of the Faculty Senate and selected vice-presidents whose work significantly impacts the academic enterprise. All CADD members serve by virtue of their positions (defined as “ex-officio” per Robert’s Rules of Order); accordingly, term of committee service for all serving in those positions is as defined as permanent. CADD is chaired by the Provost or, in his/her absence, a designee of the Provost. All members may, in cases of their occasional absence, be represented by others from their respective units; those representatives maintain all committee rights and privileges while participating in CADD business. Members seeking to appoint a long-term CADD designee should consult with the Provost.

The table below details the membership, as well as non-members who regularly serve as resources to the committee. Members without voting rights on academic programs are afforded full voice in all related deliberations.

Member	Voting Rights on Academic Programs	Voting Rights on Other Issues
Provost (Chair)	No	No
President, Faculty Senate	Yes	Yes
Vice President for Research	No	Yes
Vice President for Diversity and Community Engagement	No	Yes
Vice President for Enrollment Management and Retention	No	Yes
Vice President for Student Development	No	Yes
Director and Academic Dean, Madrid Campus	Yes	Yes
Dean, School of Medicine	Yes	Yes
Dean, College of Arts & Sciences	Yes	Yes
Dean, Richard A. Chaifetz School of Business	Yes	Yes
Dean, School of Education	Yes	Yes
Dean, Parks College of Engineering, Aviation, and Technology	Yes	Yes
Dean, Doisy College of Health Sciences	Yes	Yes
Dean, School of Law	Yes	Yes
Dean, Trudy Busch Valentine School of Nursing	Yes	Yes
Dean, College for Public Health & Social Justice	Yes	Yes
Dean, School for Professional Studies	Yes	Yes
Dean, College of Philosophy and Letters	Yes	Yes
Dean, University Libraries	Yes	Yes
Director, University Core Curriculum	Yes	Yes
Academic Director, INTO SLU	Yes	Yes
Non-Member Resources to the Committee		
All Associate and Assistant Provosts	No	No
Director, Reinert Center	No	No
University Registrar	No	No

4.0 VOTING PROCEDURES

Because CADD is an advisory committee to the Provost, the Provost will not vote on any motion which will, after CADD deliberation, be then referred to the Provost for a final decision.

For voting purposes, a quorum shall consist of a simple majority (51%) of all members eligible to vote on a motion. Assuming a quorum, a simple majority of votes is required to pass any motion (except motions to amend these Bylaws, which require a two-thirds super majority per Section 6.0).

Voting procedures will be conducted according to the most recent edition of *Robert’s Rules of Order*.

5.0 MEETINGS

CADD will regularly meet once each month throughout the full calendar year. Additional meetings may be called as needed by the CADD Chair. Meetings (including voting) conducted primarily or exclusively via synchronous or asynchronous electronic communication may be held as deemed necessary by the CADD Chair. Regardless of format, meetings will be conducted according to the most recent edition of *Robert's Rules of Order*.

CADD may establish additional *ad hoc* and/or permanent sub-committees to conduct various aspects of committee work.

6.0 AMENDMENTS

Proposed amendments to these Bylaws shall be submitted to the CADD Chair in writing two weeks before the next regularly scheduled meeting, and will be forwarded by the Chair to all members at least one week prior to the next regularly scheduled meeting. Amendments approved by at least two-thirds of the voting members of CADD will be forwarded to the Provost for review and a final decision.

Modifications to CADD membership prompted by organizational changes (including, but not limited to, the addition, closure, merging, and re-assignment of any colleges/schools/centers) shall be made by the Provost in the spirit of these bylaws but without the need for formally-approved amendments.

7.0 APPROVALS

These bylaws were:

- 1) Endorsed by CADD: August 19, 2020
- 2) Adopted by Provost: August 19, 2020