

SCR College Governance Representation

Pitzer's governmental structure makes it virtually unique among American colleges. The College has never had the traditional student government which restricts student participation to limited areas. Instead, students are represented on all the standing committees of the College including those which deal with the most vital and sensitive issues of the College community. This system offers interested students an active educational experience, though it demands time, energy and a real commitment on the part of those who participate.

Standing committees are responsible primarily for the formulation, review and implementation of policy relating to the educational program and student life. In most instances, policy decisions of the standing committees are made in the form of recommendations to College Council, which is the primary legislative body of the College, made up of the faculty, staff representatives and 16 student representatives, eight of whom are elected by the student body and eight chosen from the student members of the standing committees.

Academic Planning Committee

Responsible primarily for the long-term planning of the educational program of the College and, as part of that task, for proposing new faculty positions and the formulation of new programs and majors.

Budgetary Implementation Committee

Responsible for constructing the annual budget of the College and recommending to College Council policy regarding enrollment, financial aid, annual increments in staff and faculty salaries, fringe benefits and expectations relating to inflation and investment income.

Campus Aesthetics Committee

Encourages the production of art on campus and reviews proposals for column art and other murals. There are four appointed student representatives to this committee.

Campus Life Committee

Responsible for working with relevant student, faculty, alumni and trustee groups to develop and implement annually, a comprehensive plan for enhancing the intellectual, cultural, artistic and social life of the campus. In addition, it oversees programs and support structures that foster the development of a closer intellectual community on campus.

College Council Agenda Committee

Serves as the main policymaking body at Pitzer. Generally, all policy recommendations made by the various committees are forwarded to College Council for discussion and eventual vote. If passed, these recommendations go to the President and, as appropriate, to the Board of Trustees for final approval. The College Council has the power to recommend requirements for academic degrees and honors, as well as make recommendations to the President regarding the establishment of new academic divisions and the creation of standing and ad hoc committees.

Diversity Committee

Responsible for assisting the College in meeting its commitment to affirmative action in student, faculty and staff recruitment and for assisting the College in creating an environment which is maximally supportive to students from underrepresented groups and which embraces and values diversity.

Academic Planning Committee

This committee is responsible for considering and recommending major changes in academic policies and for planning the long-term academic direction of the College.

APC will generally convene a faculty retreat every 3 years to identify and prioritize academic goals for the college.

Normally, when a faculty position becomes vacant due to retirement or resignation, the opposite field group(s) will be invited to submit a rationale indicating why the position should be returned to it. If this rationale is persuasive, APC will recommend the reallocation of the position to the field group(s). In addition to outlining how the returned position will serve the field group, field group(s) or interested parties should state clearly how the replacement or new position would serve the long-term undergraduate educational goals of the college, such as social responsibility, interdisciplinary education, social justice, intercultural understanding, and environmental sensitivity. If the field group(s) does not request a reallocation, or if the rationale is deemed not convincing by APC, the Committee will invite all field groups in the College to submit proposals for the position. Criteria used to determine whether a request is convincing will include the field group's self study, external review of the field group, support for the overall mission of the college and community, number of majors, course offerings and class sizes and contributions to classes not within the field group(s) (for example, first-year seminar). In cases where the departing faculty member had a contractual appointment in two areas (as an example, sociology and gender and feminist studies), each field group should submit a request for reallocation to APC. In cases where the departing faculty member historically contributed to a program or field group on a regular basis (even if that contribution was not contractual) that program/group will be invited to submit a justification for the new position description to include language reflecting that commitment and, to the extent possible, assure its continuance. In the event that no new faculty positions become available during the academic year that such a vacancy occurs in, and the regularly scheduled faculty retreat is 2 or more years distant, APC shall convene a retreat or meeting to re-evaluate the designation of the faculty position that becomes available due to the retirement or resignation.

When new lines become available, APC should invite any interested parties, including all field groups within the College, and those seeking to establish new field groups, to submit requests for those positions. The goals identified at the faculty retreat mentioned above will inform APC's recommendation of new positions; APC will recommend an allocation based on the long range goals established at the retreat. APC shall keep and distribute detailed minutes about these deliberations, and future APCs shall refer to these minutes as a starting point for future allocations, thus preserving a sense of history and providing due weight to previous recommendations. [approved College Council 4/5/07]

Composition:

- a. Four appointed faculty (selected for two-year terms)
- b. Four appointed students (eligible for reappointment for a maximum of a two-year term)
- c. Dean of Faculty (ex-officio voting member)
- d. One staff member (voting only on non-academic issues such as non-academic facilities planning, non-academic space allocation, non-academic staffing levels or grant opportunities requiring the participation of staff; appointed by Staff Council Representative)

Functions:

- a. The Committee will elect a faculty chairperson, who will bear particular responsibility for getting the business of the Committee organized and underway, for calling meetings, for delegating tasks to subcommittees, for arranging liaison with other committees and with the Administration, and for reporting to the College Council. The Chairperson will vote; in case of a tie a motion shall be defeated.
- b. One member of this Committee shall be selected to serve on the Budgetary Implementation Committee and to act as a liaison between those two bodies. This person will also serve as a Faculty Representative on the Trustee Budget Committee. Normally, this representative will serve on these budget committees for two years.
- c. This Committee will annually identify and announce the areas of curricular concern it sees as most important to address during the coming year, keeping in mind the educational objectives of the College as they affect students within and outside of the classroom.
- d. This Committee will consider the impact of admissions and financial aid policies on the composition of the student body.
- e. This Committee will consider and recommend to FEC proposed new field groups.
- f. This Committee will consider and recommend to Curriculum Committee proposed new concentrations, clusters and special programs.
- g. This Committee will consider and recommend to College Council the allocation and description of multi-year positions within the context of long-term planning.
- h. This Committee will work to promote a closer relationship between Special Programs, the PACE Program and the mainstream academic life of the College.
- i. This Committee will consult with FEC with regard to all proposals relating to the allocation of existing or new space that may affect the academic life of the College. Such proposals will require the approval of both APC and FEC for recommendation to College Council.
- j. This Committee will consider and, where appropriate, forward to the College Council recommendations from the External Studies Committee and the Diversity Committee, which involve policy issues affecting the broader academic life of the College.

Budgetary Implementation Committee

This Committee is charged with putting together the yearly College budget within the context of multi-year budgets. This Committee is concerned with the budgeting implementation of institutional plans and programs. It recommends to the President when and how such plans will be carried out.

Composition**:

- a. President of the College (non-voting member)
- b. Dean of Faculty (voting member)
- c. Vice President for Administration/Treasurer (voting member)
- d. One appointed faculty member
- e. One faculty member of the Faculty Executive Committee (voting member)
- f. One faculty member of the Academic Planning Committee (voting member)
- g. One student (voting member, normally the Vice-President of Student Senate)
- h. Associate Treasurer (non-voting member)
- i. Two staff members (non-senior, non-voting; appointed by the Staff Council of Representatives)

**The Vice President of Admission and Financial Aid, Director of Financial Aid, Dean of Students and Vice President for Advancement to receive the agenda and when issues of particular relevance to their respective areas are discussed will participate as non-voting members.

Functions:

- a. The Committee will elect a faculty chairperson, who will bear particular responsibility for getting the business of the Committee organized and underway, for calling meetings, for delegating tasks to subcommittees, for arranging liaison with other committees and with the Administration, and for reporting to the College Council. The Chairperson will vote; in case of a tie a motion shall be defeated.
- b. The Committee will review the budgetary guidelines (including enrollment targets, faculty and staff compensation and fringe benefit packages, inflation and the allocation of financial aid, investment and gift income expectations) for the current academic year and recommend guidelines for the coming academic year to the Faculty Executive Committee for approval.
- c. The Committee will deal with specific problems concerning any major changes in budgetary guidelines (e.g. financial aid, college enrollment, central programs and services, compensation and fringe benefits) and other issues deemed necessary.
- d. The Committee will solicit and review requests for program improvements. An Administrative subcommittee will solicit and review requests for program changes and will submit a list of Administrative requests to the full committee. An Instructional subcommittee will solicit and review requests for program changes and submit a list of proposed changes to the Academic Planning Committee and the Faculty Executive Committee for their suggestions. The revised list will be submitted to the College Council for approval before it is submitted to the full committee. The full committee will recommend a list of Administrative and Instructional program improvements to the President. The approved Administration and Instructional program improvements will be reported to College Council.
- e. The faculty members, one student and the Dean of Faculty shall form a subcommittee to recommend instructional budget line items to the full committee.
- f. The Budgetary Committee will consult with the Executive Committee regarding the financial feasibility of proposed major capital projects and plans for implementation of such projects.

Campus Aesthetics Committee

The Outdoor Art Policy, as seen in the Student Handbook, approved by College Council on April 11, 1996, calls for the establishment of an ad hoc Campus Aesthetics Committee to oversee the implementation of the Outdoor Art Policy. In the fall of 2003, it was established by College Council that this committee must be a standing committee, publicly meeting a minimum of once a month.

For this body to approve or removed pieces of art in any form, at least two students, one faculty and one staff member must be present to establish quorum. If a tie vote occurs, a motion is defeated.

This Committee is to oversee the implementation of the Outdoor Art Policy, as it is written in the student handbook.

Composition:

- a. One appointed faculty
- b. Four appointed students
- c. Three appointed staff members (appointed by Staff Council Representatives)

A faculty or staff member may serve as chair of the Committee.

Functions:

- a. Will receive for review and possible approval unsolicited proposals for the installation of paintings, murals, sculptures, or hung pieces of art from students, faculty, staff, alumni and other persons or groups that are in any way affiliated with the campus.
- b. The committee will entertain proposals for one or more pieces of outside campus art each academic year and plan a campus-wide event in connection with the creation and installation of the artwork. These pieces may be displayed for a short time and removed, or may become more durable features of the Pitzer landscape. The committee, in consultation with the artists, would indicate the expected duration of the installation based upon established guidelines.
- c. The Committee will establish and publish procedures in the Outdoor Art Policy for receiving and reviewing unsolicited proposals for campus art and procedures for soliciting campus art, and will inform the applicant of campus resources such as the Campus Life Committee, Art Collective, Research and Awards Committee, Student Senate, etcetera, as appropriate.
- d. The Committee will also establish procedures for determining the duration of the installation of campus art, with due regard to issues of ownership, maintenance, and storage, and others which may arise.
- e. The jurisdiction and responsibility of the Campus Aesthetics Committee will be all pieces of art described in Section II of the Outdoor Art Policy. This responsibility includes, but is not limited to, the storage, maintenance and documenting of these pieces.
- f. The Campus Aesthetics Committee would, through whatever means deemed appropriate, work to encourage art on campus.

Campus Life Committee

This Committee will work with relevant student, faculty, alumni and trustee groups to develop and implement annually, a comprehensive plan for enhancing the intellectual, cultural, artistic and social life of the campus. It will oversee programs and support structures that foster the development of a closer intellectual community on campus.

Composition:

- a. Two appointed faculty members (one each year to 2-year appointments)
- b. Five student members (3 appointed, 2 elected)
- c. One staff member (appointed by Staff Council Representatives)
- d. Dean of Faculty or representative (ex-officio non-voting member)
- e. Two Dean of Students or representatives (1 voting member, 1 non-voting member)
- f. Director of Campus Life (ex-officio voting member)

Functions:

- a. The Committee will elect a faculty or staff chairperson, who will bear particular responsibility for getting the business of the Committee organized and underway, for calling meetings, for delegating tasks to subcommittees, for arranging liaison with other committees and with the Administration, and for reporting to the College Council. The Chairperson will vote; in case of a tie, a motion shall be defeated.
- b. The Committee will explicitly seek to promote and support close faculty-student relationships and the involvement of alumni in the life of the College.
- c. The Committee will oversee issues of space development, allocation and utilization in residential areas, as well as in the Gold Student Center. Such oversight will be exercised in a manner that ensures the existence of appropriate programmatic spaces to support campus life activities. In addition, the committee will provide oversight of policies that lie at the intersection of space utilization and programming. Such policies might include the development of thematic corridors or the integration of wellness programs with smoke free/substance free corridors.
- d. The Committee will solicit proposals from all segments of the Pitzer Community and, where appropriate, use its own considered judgment and initiative in promoting programmatic and space enhancement projects that foster development of an intellectual community on the Pitzer campus.
- e. The Committee will allocate the Salathe, Forum, and Printed Word Funds. The Committee will also allocate available funds for special events such as lectures, films, conferences and concerts.
- f. The Committee will annually make recommendations as to appropriate speakers for the Atherton and Durfee funds, and it will exercise oversight of the utilization of other planning funds. The latter will be used explicitly to promote and sustain programs and projects that foster the development of a social and intellectual community at the College.
- g. The Committee will review, approve and support the orientation program for new students.
- h. The structure and function of this committee will be reviewed in three years.

College Council

The College Council is the main policymaking body at Pitzer. Generally, all policy recommendations that are made by the various committees are forwarded to College Council for discussion and eventual vote. If passed, these recommendations go to the President and as appropriate to the Board of Trustees for final approval. The College Council has the power to recommend requirements for academic degrees and honors, as well as make recommendations to the President regarding the establishment of new academic divisions and the creation of standing and ad hoc committees.

The President or the Dean of Faculty presides as the Chair at Council meetings. Council meetings occur several times each semester and may be convened at the call of the President, the Dean of Faculty, the Chairperson of the Faculty Executive Committee, or the Student Senate Chair. All faculty and student voting members are expected to attend such meetings.

Composition:

College Council consists of faculty, staff representatives and 16 student representatives, eight of whom are elected by the student body and eight chosen from the student members of the standing committees.

Fifteen Staff Council Representatives have voting capabilities at College Council Meetings. The Staff Council Representative Chair attends the College Council Agenda Meetings.

Diversity Committee

This Committee seeks to implement the College's commitments to expanded racial and ethnic diversity in the student body and in the faculty and to better representation of minority concerns in the curriculum and in student life.

Composition:

- a. Two appointed faculty members
- b. Three appointed students
- c. Representative from FEC
- d. Representative from the Office of Admissions
- e. Representative from the Office of Black Student Affairs
- f. Representative from the Chicana/o/Latina/o Studies Center
- g. Representative from the Center for Asian Pacific American Students (CAPAS)
- h. Representative from the Dean of Students Office
- i. The Dean of Faculty or his/her designee
- j. One staff member (appointed by the Staff Council Representatives)

Functions:

- a. The Committee will elect a faculty chairperson, who will bear particular responsibility for getting the business of the Committee organized and underway, for calling meetings, for delegating tasks to subcommittees, for arranging liaison with other committees and with the Administration, and for reporting to College Council. The chairperson will vote; in case of a tie a motion will be defeated
- b. The Committee will act to assist the College in meeting its affirmative action goals in faculty recruitment and hiring.
- c. The Committee will assist in the process of attracting minority students to the College.
- d. The Committee will assist in promoting increased curricular attention to minority issues and in ensuring a community environment which welcomes and values diverse perspectives and individuals of diverse backgrounds.
- e. The Committee will submit to the Academic Planning Committee or the Faculty Executive Community, as appropriate, for their approval and recommendation to the College Council, policy recommendations which speak to minority concerns within the broader academic life of the College.
- f. The Committee will serve as the search committee for the College's Junior Scholar program.