BYLAWS OF THE FACULTY
OF THE COLLEGE OF HEALTH AND HUMAN SCIENCES

(Adopted by the faculty and approved by the dean of the college, September 30, 2026)

Article I
Administration

A. The dean of the College of Health and Human Sciences shall have general administrative responsibility for the college and for the discovery, learning, and engagement activities of the college's faculty, staff, and students. Assistant and associate deans appointed by the dean, contingent on approval by the president, shall have such administrative authority and responsibilities as may be delegated by the dean. The dean shall also delegate appropriate administrative authority and responsibility to the heads of academic units (departments and schools) in the college.
B. The college's deans and unit heads shall be evaluated by a comprehensive procedure consistent with University policy.
    1. This review shall include substantial input from faculty, staff, and other appropriate constituencies. The purpose of the review is to assess effectiveness in meeting strategic goals and administrative expectations, and to provide constructive observations and guidance for improvement. The length of time between two consecutive reviews shall not exceed five years, but evaluations of new associate deans and heads will commence during the third year of the appointment.
    2. Reviews earlier than every five years can be initiated by the dean. If members of the faculty believe at any time that a review of a particular associate dean or head is in order, the faculty can petition the dean in writing for a review. The petition must contain the reason(s) for the request as well as the name(s) of the individuals requesting the review. This information is to be considered confidential and will not be shared with the individual associate dean or head who is the subject of the petition. The dean has the final say as to whether a review is warranted at that time.

Article II
Composition and Officers of the Faculty

A. The faculty of the college include the dean; the heads of the college's academic units; other tenure-track/tenured, clinical/professional, and research faculty; and full-time instructors who have completed at least two years of service and are not candidates for an advanced degree.
B. The voting faculty shall consist of those faculty members who have tenured, tenure-track, or clinical/professional appointments. Research faculty, visiting faculty, retired faculty, adjunct faculty, affiliate faculty, and faculty who have only a courtesy appointment in the college do not have voting rights.
C. After receiving self-nominations or nominations of other HHS faculty from the HHS Faculty Affairs Committee, the dean shall appoint a Secretary of the Faculty who is not an assistant dean, associate dean, unit head, assistant head, or associate head in the college for a two-year renewable term. The Secretary shall be responsible for preparing the minutes of faculty

meetings.

Article III
Powers and Responsibilities of the Faculty

A. The faculty of the college shall have the power and responsibility to adopt policies, regulations, and procedures intended to achieve the educational objectives of Purdue University and to promote the general welfare of those involved in these educational processes. Faculty powers and responsibilities include, among others, such matters as the curriculum, standards of academic performance, degree requirements, and the nomination of candidates for degrees.
B. University policies shall take precedence over these bylaws in all cases of conflict between them.

Article IV
Meetings of the Faculty

A. The presiding officer at meetings of the faculty shall be the dean. When the dean cannot be present, he or she may designate another member of the voting faculty to preside. The Secretary of the Faculty will record the minutes of each meeting. When the Secretary cannot be present, another member of the voting faculty designated by the dean will record the minutes. The Secretary's draft of the minutes will be sent for review and approval first to the presenters and then to the HHS Faculty Affairs Committee. Once the minutes are approved, they will be sent to the dean or the dean's designee so they can be made available to all HHS faculty.
B. Meetings shall be held at least once during each fall semester and once during each spring semester. The dates for these regular meetings will be set by the dean, in consultation with the Faculty Affairs Committee. Special meetings may be called by the dean or by petition of twenty or more voting faculty members. Regular and special meetings shall be announced at least two weeks in advance. Emergency meetings of the faculty may be called by the dean, in consultation with the chair of the Faculty Affairs Committee, with a minimum of one business day's notice by email or other means to all faculty. Regular rules of procedure will apply, except that the discussions and action items shall deal only with the issues that led to the call for an emergency meeting.
C. In collaboration with the dean, the Faculty Affairs Committee will construct the agenda for college faculty meetings. Items to be considered for the agenda may be submitted to the committee by the dean, by faculty committees, or by one or more faculty members. The agenda, all presentations, and reports for regular and special meetings must be submitted to the Dean's Office at least ten business days prior to the meeting. The agenda will be distributed to each faculty member at least one week before the meeting.
D. Both voting and non-voting members of the faculty may attend meetings and participate in the discussions. Staff members in the college and faculty from other colleges/schools may attend a faculty meeting by invitation of the dean and participate in the discussions, but they will not be eligible to vote.
E. For any faculty meeting, fifteen percent (15%) of the voting faculty of the college shall constitute a quorum.

F. Motions at faculty meetings shall be adopted if a majority of the voting members present at the meeting vote affirmatively. Alternatively, a majority of the voting faculty present at a meeting may vote to submit a duly-seconded motion to the entire voting faculty for a mail or electronic ballot. In that case, the decision on the motion will depend on the majority of the votes cast in an indicated time period.

Article V
Committees of the Faculty

A. The governance of the college is facilitated by the Area Promotions Committee, by various standing committees and special committees of the faculty, and by administrative committees and councils on which faculty serve. The dean shall make available annually to all faculty a list of the membership of all committees of these types.
B. The Area Promotions Committee shall consist of the dean, who will serve as the chair, the heads of the college's academic units, and one other tenured full professor from each unit who is elected by the voting faculty in that unit in accordance with the college's promotion and tenure policy. An associate dean of the college who is a tenured full professor shall be appointed by the dean to serve as a non-voting member of the committee and to preside in the absence of the dean. In addition, clinical/professional faculty at the rank of full professor will be selected in accordance with the college's promotion and tenure policy to join the area committee for the discussions and votes on all clinical/professional faculty being considered for promotion. Research faculty at the rank of full professor will be selected in accordance with the college's promotion and tenure policy to join the area committee for the discussions and votes on all research faculty being considered for promotion. This committee will meet and act upon those recommendations forwarded from the primary committees in the college regarding promotion and regarding tenure. The committee shall also review and vote on recommendations for distinguished professorships and nominations for honorary doctorates from the college.
C. Standing committees of the faculty shall deal with policies or activities of continuing importance to the faculty.
    1. General characteristics of standing committees.
        a. Committee members will serve for three-year terms, unless a different term is listed for a specific committee, with approximately one third of the terms expiring each year. Terms will begin on July 1 and expire on June 30.
        b. The decisions of each committee must be in accordance with University regulations, and with these bylaws. Committees may establish their own bylaws if they do not conflict with the above.
        c. Each committee shall provide minutes of its meetings to the dean and shall report on its activities and decisions at regular faculty meetings. Any written committee reports that are presented at faculty meetings shall be appended to the minutes of those meetings.
        d. A committee may establish sub-committees or task forces whenever that seems desirable. A task force may include members other than the members of the standing committee.

e. Each outgoing committee chair is expected to transfer all working papers for the committee to the incoming chair.

2. The Engagement Committee shall consist of the Assistant/Associate Dean(s) who is (are) responsible for engagement, who will serve as chair(s) and one representative from each academic unit appointed by the unit head, as well as a representative from HHS Extension and other members as determined by the committee and dean's office. This committee shall focus on matters related to engagement both on campus and in the broader community. The committee shall examine existing policies, programs, procedures, and initiatives, informed by relevant data where possible, to identify areas for improvements. The committee will discuss and implement strategies and initiatives for creating and sustaining positive change in relation to outreach, engagement, recruitment and learning opportunities for communities in need.
3. The Faculty Affairs Committee shall consist of nine faculty members, all of whom have been elected by the faculty of their units, and none of whom may serve as an assistant or associate dean, or as a head, assistant head, or associate head in the college. The chair shall be elected by the committee annually, during its last meeting of the spring semester. This committee, which serves primarily as a liaison between the faculty and the dean, may convene to discuss any and all matters that affect the responsibilities, rights, and welfare of the college's faculty. The committee shall meet with the dean at least once each semester to discuss topics of special concern to the faculty. Working in collaboration with the dean, the committee shall also establish the process for the regular review of deans and heads that is described in Article I.B. Finally, as stated in Article IX, the committee shall review these bylaws every five years.
4. The Graduate Educational Policy and Curriculum Committee shall consist of the Assistant/Associate Dean who is responsible for Graduate Programs, who will serve as chair, and the Graduate Committee Chair in each academic unit. If a Graduate Committee Chair prefers not to serve, another member of that unit's graduate committee shall be named by the head as the unit's representative. In addition, the dean shall appoint one or more graduate student members to the committee for a one-year renewable term. This committee shall focus on such matters as the improvement of graduate instruction, interdisciplinary graduate programs, graduate fellowships and awards, and policy issues related to the college's graduate programs. The committee shall also evaluate proposals for creating or revising graduate courses and programs.
5. The International Programs Committee shall consist of a faculty representative from each unit; a staff representative from Student Services; an undergraduate student and a graduate student representative. The HHS Faculty Director of Global Education will chair the committee. The chair appoints the student representatives from the nominations by the faculty and staff representatives. The committee shall work on programs for study abroad, faculty exchange, and other international activities.
6. The Online Learning Committee consists of the Assistant/Associate Dean who is in charge of Online Education, who serves as chair; and a representative from each academic unit who is appointed by the unit head. The primary goal of this

committee is to promote and enhance HHS efforts in online/hybrid and professional learning. This committee focuses on such matters as identifying and stewarding HHS efforts in online/hybrid and professional programs and policy issues related to these programs. The committee also provides guidance for creating or revising online/hybrid and professional programs, fosters and identifies professional development opportunities and resources for faculty and staff engaged in online/hybrid and professional learning, and collaborates with internal and external Purdue partners to offer HHS programming to diverse audiences.

7. The Research Advisory Committee consists of the Assistant/Associate Dean in charge of research, who serves as chair, and one faculty representative from each unit who is nominated by the unit head. The main goal of the committee is to promote and enhance HHS research efforts. The committee achieves this goal by identifying barriers to the effective conduct of research, supporting college-level, research-related events and awards; championing the college's research strategic themes and initiatives; providing support for obtaining research funding and conducting research (e.g., beyond funding, to include issues related to space, equipment, regulatory issues, collaborators, etc.); increasing visibility of research accomplishments; and encouraging a productive and inclusive research community.
8. The Teaching Awards Committee shall consist of the Assistant/Associate Dean who has the responsibility for teaching awards, who shall serve as the chair, and one faculty representative from each unit who is nominated by the unit head. This committee shall select the winners of the college's undergraduate teaching awards and shall nominate HHS faculty for PurdueUniversity teaching awards.
9. The Undergraduate Educational Policy and Curriculum Committee shall consist of the Assistant/Associate Dean in charge of undergraduate education, who will serve as chair, and the Undergraduate Committee Chair in each academic unit. If an Undergraduate Committee Chair prefers not to serve, another member of that unit's undergraduate committee shall be named by the head as the unit's representative. A staff member in the college's Office of Student Services will also be appointed by the dean to serve on the committee. In addition, the dean shall appoint one or more undergraduate student members of the committee for a one-year renewable term. This committee shall focus on such matters as the improvement of undergraduate instruction, honors programs, core requirements, graduation requirements, curriculum standards, general academic organization, interdepartmental undergraduate programs, and policy issues related to the college's undergraduate programs. Also, the committee shall evaluate proposals for creating or revising undergraduate courses and programs.
10. Additional standing committees may be established by the faculty or the dean to deal with issues not addressed by the committees described above.

D. Special faculty committees shall be appointed to address matters that would not be appropriate for an existing standing committee and that are unlikely to require continuing attention.
   1. One special committee, a Dean Selection Advisory Committee, shall be established when a search for a new dean of the college must occur. Consistent with University policy on the selection of faculty administrative officers, the provost shall appoint the members of a broadly representative committee. The committee shall include at least

one faculty member or unit head from each HHS academic unit. The heads and other faculty shall constitute a majority of the committee membership. The provost will appoint the committee chair from this group or from outside the college. The provost may appoint other committee members, including faculty from other colleges, undergraduate or graduate students, alumni, and representatives of other constituencies. Then the committee will solicit names of candidates, evaluate these candidates, and send a list of acceptable candidates to the provost. If the provost and president do not find these candidates to be acceptable, the committee will add to the list until a new dean is selected.

2. A special committee shall be established when a search for a new head of one of the college's academic units must occur. Consistent with University policy, the dean shall appoint a Head Selection Advisory Committee. The size and composition of the committee shall be determined by the dean in consultation with the faculty of the relevant academic unit. A majority of the committee members shall be elected by the faculty of the unit from their members. The dean shall appoint the chair of this committee from this group or from outside the unit. The dean may appoint other committee members, including faculty members from other departments or schools, students, and representatives of other constituencies. The committee will solicit names of candidates, evaluate these candidates, and send a list of acceptable candidates to the dean. If the dean does not find these candidates to be acceptable, the committee will add to the list until a new head is selected.
3. An ad hoc faculty committee shall be established when a change in academic organization is proposed that may have a significant impact on the intellectual atmosphere and functioning of more than one unit in the college, e.g., the elimination or consolidation of existing units. The dean will consult with the Faculty Affairs Committee to determine if an ad hoc faculty committee should be formed in a particular case. The Faculty Affairs Committee will advise the dean about the size and composition of the ad hoc committee to be formed. This committee should adequately represent all units involved and include representatives from non-involved units. The ad hoc committee will be charged with reviewing and providing feedback to the dean and to other HHS faculty on the rationale and justification for the proposed change. If the change in academic organization is approved, for example, by the Board of Trustees, the ad hoc committee will work with officers of the administration and with the faculty who are involved to provide the dean with a proposal for the specific procedures for the implementation of the change.

E. Administrative committees and councils on which faculty members may serve shall be established by the dean after consultation with appropriate individuals or groups. When these committees or councils propose significant changes in college policies or programs, these proposals will be shared with the college's faculty before implementation.

1. The HHS Leadership Team shall consist of the dean, the assistant and associate deans, the heads of academic units, and other college leaders invited by the dean. The dean shall serve as chair and set the team's schedule of meetings. The team shall serve in an advisory capacity to the dean and as a mechanism for communication among the college's administrative officers.
2. The dean may establish other administrative committees or councils to meet the needs of the college.

Article VI
Representation in the University Senate

A. The faculty who represent the college in the University Senate shall be responsible for participating regularly in the senate's activities, for communicating with other faculty in their units about senate actions and deliberations, and for transmitting viewpoints of their faculty to the senate. Each year the senators shall select one of their number to report on the senate's activities at the college's regular faculty meetings.
B. The college's faculty shall elect the number of senators apportioned to the college by the University. Terms of office shall be three years, with approximately one-third of the senators elected each year.
    1. If the number of senators is equal to the number of academic units in the college, the faculty of each unit will elect one senator to represent their unit.
    2. If the number of senators apportioned to the college exceeds the number of academic units, each unit will first elect one senator to represent their unit. The remaining senators will be elected by vote of all the college's faculty. Each academic unit will be asked to submit one nominee for these at-large senators. These nominees shall be elected by the faculty of each unit. Nominees shall be forwarded to the dean, and then a ballot for at-large senators that includes the names of all nominees shall be prepared and distributed. Each faculty member may vote for the number of nominees equal to the number of at-large positions to be filled.
    3. If the number of senators apportioned to the college decreases after the annual reapportionment to a number equal to or less than the number of academic units in the college, it may not be possible for all academic units whose senators' terms are expiring to elect replacements for those senators. In that case the unit(s) that cannot elect a new senator will be chosen randomly from among those units whose senators' terms are expiring. Any unit that through this process loses its representation in the senate will be given priority in electing a new senator when the terms of other senators from the college expire or when a replacement is needed for a senator who resigns.
    4. Senators unable to complete their terms or unable to attend senate meetings for a semester or more shall be replaced. Replacements for shorter periods of time shall be at the option of the dean or of the head of the unit represented. In either case, the replacement of a senator shall be for the duration of the unexpired term.

Article VII
Parliamentary Authority

The rules contained in the current edition of *Robert's Rules of Order* shall govern the faculty in all cases to which they are applicable, unless those rules are inconsistent with these bylaws or with any special rules of order that the faculty may adopt.

Article VIII

Amendments

A. Consideration of an amendment to these bylaws may be initiated by a vote of any faculty standing committee or by written petition signed by twenty or more members of the voting faculty and submitted to the chair of the Faculty Affairs Committee.
B. With at least thirty days' notice to all faculty members, proposed amendments shall be placed on the agenda of a regular or special meeting of the faculty. An amendment is adopted if it is approved by a two-thirds vote. Alternatively, by a majority vote at a faculty meeting, a proposed amendment may be submitted to the entire voting faculty for a vote by mail or electronic ballot. In that case, the amendment passes if it receives a majority affirmative vote of the entire voting faculty within the two-week period after the ballots are distributed.

Article IX
Review of the Bylaws

These bylaws shall be reviewed by the Faculty Affairs Committee every five years. Any proposals for amendments that result from this review shall follow the conditions of Article VIII.