

ADELPHI UNIVERSITY
COLLEGE OF PROFESSIONAL AND CONTINUING STUDIES
By-Laws
(Approved by the Adelphi University Board of Trustees, June 11, 2021)

Article I. Name

The College of Professional and Continuing Studies

Article II. Purpose

Section A. Subject to the ultimate authority of the Board of Trustees, including the authority delegated to the President by the Board of Trustees, the College of Professional and Continuing Studies Academic Affairs Committee, in accordance with the University's Articles of Governance and Provisions for Peer Review and these bylaws, is organized to act on all matters within the scope of its academic domain. This document specifies the authority and governing policies for assuming such responsibility.

Section B. The College of Professional Studies Academic Affairs Committee has primary responsibility for the curriculum, methods of instruction, research, faculty status and those aspects of student life that relate to the College of Professional and Continuing Studies' programs.

Article III. Membership

During any academic year, the voting members of the College of Professional and Continuing Studies Academic Affairs Committee shall consist of all full-time members of the College of Professional and Continuing Studies; all senior adjunct faculty members of the College of Professional and Continuing Studies; no more than three additional Adelphi University full-time faculty to be nominated on a bi-annual basis for two-year terms by and at the discretion of the College of Professional and Continuing Studies Dean and confirmed by a majority vote of the full-time and senior adjunct faculty members of the College of Professional and Continuing Studies, with the Dean casting the deciding vote in the event of a tie; full-time faculty holding joint appointments in the College of Professional and Continuing Studies; and the College of Professional and Continuing Studies Academic Deans. The Dean of the College of Professional and Continuing Studies is the chief executive officer.

Article IV. Meetings

Meetings of the College of Professional and Continuing Studies Academic Affairs Committee will be held three times per semester during the academic year. The Dean of the College of Professional and Continuing Studies or the Dean's designated representative shall preside at all meetings. Additional meetings may be called by:

1. The Dean;
2. Any five members of the College of Professional and Continuing Studies Academic Affairs Committee, or
3. The majority of members on any sub-committee.

Fifty percent (50%) of the members of the College of Professional and Continuing Studies

Academic Affairs Committee shall constitute a quorum.

Article V. Standing Committees

The College of Professional and Continuing Studies has no Standing Committees other than the Academic Affairs Committee, the membership of which is defined in Article III. Ad hoc committees may be established as needed. Ad hoc committees pertaining to matters under the purview of the Academic Affairs Committee shall be established by the Academic Affairs Committee; ad hoc committees pertaining to operational matters shall be established by the Dean; and ad hoc committees pertaining to both operational matters and matters under the purview of the Academic Affairs Committee shall be established by the Dean and the Academic Affairs Committee.

Article VI. Ratification and Amendment

As specified by the Articles of Governance of Adelphi University, Article VII, these By-Laws and any amendments to them become effective upon approval by the Board of Trustees. This document shall be submitted to the Board of Trustees following a majority vote of the eligible faculty (as defined in Article III) who cast ballots.

Amendments to this document may be proposed by any member of the College of Professional and Continuing Studies Academic Affairs Committee. Amendments are to be presented in writing along with a rationale for evaluation at least two weeks prior to a vote. To become effective an amendment must receive the affirmative vote of two-thirds of the members of the College of Professional and Continuing Studies Academic Affairs Committee eligible to vote.