I. The DNS Program Structure:
   A. Executive Officer: The Doctor of Nursing Science Program (DNS) Executive Officer
      (EO) is responsible for the overall administration and oversight of the affairs of the
      program in accordance with the policies established by the program faculty, the Graduate
      Council, and the Board of Trustees. The EO shall be appointed by the President for a term
      of three years, which is renewable. The duties of the EO are as follows:
      1. selecting faculty for the positions of Deputy Executive Officer (DEO),
      2. presiding at meetings of the DNS faculty, the Executive Committee, and the Faculty
         Membership Committee,
      3. serving ex officio as a voting member of all program standing committees,
      4. convening meetings of the Executive Committee, and
      5. determining, after consultation with both faculty representatives from each consortium
         college and with students, which courses will be offered each semester and assign
         faculty to teach these courses.

   B. Deputy Executive Officers: There are two DEOs, one representing each of the consortium
      colleges not represented by the EO. DEOs each serve a one-year term, which is renewable.
      DEOs collaborate with the EO on all matters pertaining to the program.

   C. There is one Executive Committee.

   D. There are four standing committees
      1. the Elections committee,
      2. the Faculty Membership,
      3. the Admissions and Awards, and
      4. the Curriculum and Examinations.

II. Committees
   A. Executive Committee
      1. Purpose: the Executive Committee is responsible for the operation and administration
         of the DNS Program. The Executive Committee considers, approves, disapproves, or
         modifies actions of the standing committees with the exception of the Elections
         Committee.
      2. Composition: the Executive Committee consists of eleven members, nine of whom
         have voting rights: six faculty representatives and three student representatives. Faculty
         composition consists of the EO, who serves as chair, and five elected faculty
         representatives: one from the same campus as the EO and two each from the two
         remaining consortium colleges. The two DEOs serve as non-voting ex officio members.
3. Nomination and Election:
   a. Faculty representatives other than the EO and DEOs are elected for a term of three years by and from the faculty from the college they represent.
   b. Students who are in good academic standing shall elect three student representatives, and one alternate student representative, who are also in good standing and serve for one year and may be re-elected.

4. Procedures:
   a. The Executive Committee meets at least twice each semester, meets with students in the DNS Program at least once each semester, and meets with faculty in the DNS Program at least once each year.
   b. Copies of the draft minutes shall be distributed to the faculty and student representatives within two weeks following the Executive Committee meeting.
   c. Student representatives participate in all discussions except formal decisions regarding the academic or financial status of any individual student. Students may participate in all discussions regarding faculty appointments and reappointments but they do not vote on these appointments or reappointments.

B. Standing Committees
   1. Procedures:
      a. The DEOs serve as ex officio non-voting members on every committee, unless otherwise specified.
      b. Prior to electing a chair or in the absence of an elected chair, the EO or his or her designee convenes the meetings.
      c. The chair is elected at the first meeting of each standing committee, unless otherwise specified.
      d. Elected faculty representatives serve on each standing committee for a three-year term. Student representatives serve for a one-year term. All representatives may be re-elected. Faculty and student alternates are the runners-up in each election.
      e. In each election, faculty from each campus elect their own representatives; faculty can vote only for faculty, and students can vote only for students, and only students in good standing may vote in a student election.
      f. Student representatives vote on all matters unless otherwise indicated.

2. Elections Committee.
   a. Purpose: the Elections Committee conducts elections of representatives to the Executive Committee, the Elections Committee, the three other standing committees, and Graduate Council.
   b. Composition: the Elections Committee consists of the EO, the DEOs, and one elected student representative. The DEOs are voting members.
   Procedures: The Elections Committee meets at the beginning of the semester in which elections to any of the committees are to take place. One elected faculty is elected as chair. The Elections Committee reports to the Executive Committee the names of the faculty and student representatives elected to the Executive Committee, the Elections Committee, Graduate Council, and the three other
standing committees.

3. Faculty Membership Committee
   a. Purpose: the Faculty Membership Committee
      i. nominates faculty members to the Executive Committee for consideration of
         appointment to the Graduate Center DNS faculty,
      ii. reviews continued membership of faculty members in accordance with
         membership policies set by the DNS Program and the Graduate Center,
      iii. develops procedures and formulates criteria for making new faculty
         appointments, and
      iv. recommends to the Executive Committee the removal of a faculty member from
         the DNS program doctoral faculty.
   b. Composition: The Faculty Membership Committee consists of the EO, who serves
      as chair, two faculty representatives elected from their respective consortium
      colleges which are not represented by the EO, and two elected student
      representatives.
   c. Procedures: Students representatives may participate in all discussions but may not
      vote on individual faculty appointments or on removal of individual faculty
      members. In the event that a faculty member is to be removed, he or she must be
      given one year’s notice of the intent to remove. The faculty member may appeal the
      decision to remove to the EO, the Provost, or the President.

4. Admissions and Awards Committee
   a. Purpose: the Admissions and Awards Committee recommends student admission
      and awards procedures and standards for the program to the Executive Committee
      and for administering those procedures in accordance with those standards.
   b. Composition: the Admissions and Awards Committee consists of one elected
      faculty representative from each of the consortium college and two elected student
      representatives.
   c. Procedures: Student representatives participate fully in discussions about policy
      and standards for admission and awards but do not have a vote on individual
      admissions, awards, or financial aid decisions.

5. Curriculum and Examinations Committee
   a. Purpose: the Curriculum and Examination Committee reviews curriculum and
      submits curricular recommendations for action, and recommends procedures
      and standards for the conduct of examinations.
   b. Composition: the Curriculum and Examinations Committee consists of one
      elected faculty representative from each consortium college and two student
      representatives. At the first meeting of the academic year, a faculty chair is
      elected by the committee.

C. Rules of Order
   The procedures in the DNS Program are governed by the most current edition of
   Robert’s Rules, Newly Revised.