GOVERNANCE STRUCTURE

I. Physical Therapy Clinical Doctoral Program Structure

A. The Doctorate in Physical Therapy (DPT), a Clinical Doctoral Program, has an Executive Officer (EO) who is responsible for the overall administration and oversight of the affairs of the program in accordance with the policies established by the program faculty, Graduate Council, and the Board of Trustees. There is one Deputy Executive Officer (DEO) selected by the EO to serve annually. The DEO represents the college that is not represented by the EO. Each consortia college elects its own program director (PD) for a three-year term. The PDs serve as ex officio voting members on all Program Standing Committees. College PDs may serve as EO or DEO.

B. If the PD from a college is designated a committee seat by being appointed as the EO, then another faculty member from the same college shall be elected to fill the seat previously occupied by the new EO.

C. The EO presides and convenes meetings of the DPT faculty and students, the Executive Committee, and the Faculty Membership Committee; is a voting ex officio member of all program committees; chairs the Executive Committee, Elections Committee, and The Faculty Membership Committee, and convenes each meeting of a committee that elects its own chair in the absence of an elected chair. The DEO is an ex officio voting member of the Executive Committee.

D. The EO shall be appointed by the President of the Graduate Center for a term of three years, which is renewable. The EO is responsible for administering the affairs of the program.

E. There is one Executive Committee.

F. There are six standing committees:
   1. the Elections Committee,
   2. the Faculty Membership Committee,
   3. the Program Admissions and Awards Committee,
   4. the Hunter College Admissions and Awards Committee,
   5. the College of Staten Island Admissions and Awards Committee, and
   6. the Curriculum and Examinations Committee.
II. Committees
   A. Executive Committee

   1. The Executive Committee is responsible for the operation and administration of the DPT program as established by the DPT faculty, and it considers, approves, disapproves, or modifies actions of the program committees, excluding the Elections Committee.

   2. The Executive Committee consists of the EO, the DEO, four faculty, and two students. Two faculty and one student must be from each consortia college.

   3. The Executive Committee meets at least twice each semester, meets with the doctoral students in the DPT at least once a semester, and meets with the faculty of the program once a year.

   4. Copies of draft minutes of each meeting shall be distributed electronically within two weeks following the EC meetings to faculty and student members and shall be posted in a program, password-protected website.

   5. Student members participate in all discussions but may vote neither on decisions regarding individual admission and awards, financial or academic issues regarding individual students, nor on decisions about faculty tenure, appointment, reappointment, removal, or promotion.

   B. The Elections Committee

   1. The Elections Committee conducts the election of members to the Executive Committee, to standing committees, and to Graduate Council.

   2. The Elections Committee consists of the EO, the DEO, one faculty member from each consortia college, and one student member from each consortia college. The EO appoints doctoral faculty members to this committee for a three-year term. The EO serves as chair.

   3. Student members on each of the committees are elected from and by the matriculated students from their respective colleges for a one-year term and may be re-elected. Students must be making satisfactory progress to serve.

   4. Faculty members on each of the committees serve for three-year terms, which are renewable. Faculty members are elected from and by eligible faculty for appointment and must have full-time college-based appointments and be appointed as Graduate Center faculty.

   5. The Elections Committee meets at the beginning of the semester in which program elections are to take place.

   6. The Elections Committee appoints a faculty and a student alternate to each committee. Each alternate is the runner-up in each of the elections.

   C. Faculty Membership Committee

   1. The Faculty Membership Committee
(a) recommends faculty members to the Executive Committee for consideration for faculty appointment,

(b) reviews the continued membership of faculty members in the DPT program in accordance with program and the Graduate Center membership policies,

(c) formulates procedures and criteria for making new faculty appointments, and

(d) recommends to the Executive Committee the removal of a member from the faculty only after the member has been given one year’s prior notice of the intention to remove.

2. The Faculty Membership Committee consists of the EO, DEO, one faculty elected from each consortia college by that college’s faculty, and one student member elected from each consortia college. The EO serves as chair.

3. Student members participate in all discussions but may not vote on decisions about faculty tenure, appointment, reappointment, removal, or promotion.

D. Admissions and Awards Committee

1. There is one Program Admissions and Awards Committee. This committee recommends admission and awards procedures as well as admission standards for the program to the Executive Committee.

2. The committee consists of the EO, DEO, one faculty member elected from each consortia college, and one student member elected from each consortia college. The committee elects its chair.

3. Each of the two DPT consortia colleges has its own college Admissions and Awards Committee that recommends individual admissions and awards for its respective college to the Executive Committee. Each of these committees consists of the EO, the DEO, and two elected faculty members. The program director from each college serves as an ex officio voting member and chairs the committee.

E. Curriculum and Examinations Committee

1. The Curriculum and Examinations Committee reviews and proposes to the Executive Committee curricula recommendations, procedures, standards, and policies for the conduct of the first and second examinations.

2. The Curriculum and Examinations Committee consists of the EO, the DEO, one faculty member from each consortia college, and one student member elected from each consortia college. The committee elects its chair.

3. Student members participate in all discussions but may not vote on policy and standards pertaining to the curriculum and examinations.

III. Program Students
A. Students have responsibility to make their views on the policies of the DPT program known through their student representatives to the Executive Committee and the standing committees of the program. Unless otherwise specified, students have voting privileges.

IV. Rules of Order

A. Unless otherwise specified, the procedures within the DPT Program and Program committees are governed by the most current edition of *Robert’s Rules of Order, Newly Revised*. 