

III
**Members of the College Community
and
Their Roles**

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III

Members of the College Community and Their Roles

A. Institutional Character

Beloit College conceives its role to be the establishment and maintenance of a dynamic community of learning. Learning at Beloit is an individualized process of growth through reading, listening, reflection, discussion, and experimentation. Each member of the community deserves opportunity for individual development in terms of knowledge, skills, social relations, intellectual vigor, and spiritual insight.

This individualized learning process depends upon an open, non-threatening community which fosters a dynamic interaction of ideas and personalities, and which reflects a deep interest in the individual and in his or her need to acquire ever higher levels of understanding, in order both to enjoy the arts and sciences for their own sake and also to better serve himself or herself and society.

The college recognizes this whole process as intellectual in the broadest sense of the word, involving a quest for personal meaning, identity, and commitment as well as a quest for knowledge.

B. Members of the College Community and Their Roles

All members of the college community participate in the institution's educational mission. The various constituencies, and their roles within the operation of the college, are as follows:

1. The Board of Trustees

Under the terms of the charter enacted by the Council and House of Representatives of the Territory of Wisconsin on February 2, 1846, full and final authority in all matters pertaining to the operation of Beloit College rests with the board of trustees. The board accepts full responsibility for the ongoing supervision, support, and strengthening of the college in terms of broad institutional policies.

2. The President

The president, by virtue of the administrative authority vested in him or her by the board of trustees, is responsible for the organization, coordination, and executive leadership of the entire campus community. As chief executive officer, the president serves, *ex officio*, as a member of all committees of the Academic Senate and administration, and is the official medium of communication between the board of trustees and the faculty, the student body, and all other segments of the institution. Long-range institutional planning is the direct responsibility of the

president, who reports in this regard to the board of trustees. All members of senior staff and the executive advisor to the president report directly to the president.

3. The Officers of Administration

The college's administrative organization is based upon five major functional areas: 1) academics, faculty, student affairs, and athletics 2) finance, 3) human resources, security, and plant management, 4) enrollment management, and 5) resource development, alumni, and external relations. These officers are responsible to the president for the organization and staffing of their individual areas, and are staff liaisons to their respective board committees.

a. The Provost and Dean of the College

As chief academic officer oversees all college operations directly pertaining to the academic program, the faculty, and academic administration. Specifically, the provost is responsible for the academic standards, vitality, and quality of the curriculum, for the selection, development, and retention of the faculty, and for the academic performance of the student body. Together with the other officers of the corporation, the provost participates in long-range planning, in budgeting, and in formulating and coordinating policies having institution-wide implications. The provost also works closely with standing committees of the Academic Senate and the faculty in the formulation and coordination of policy, and serves as staff liaison to the Learning and Teaching Committee of the board of trustees. In cooperation with the appropriate committees of the faculty, the provost is responsible for administering an ongoing program of curricular and faculty-staff evaluation. Such evaluation forms the basis for recommendations relating to curricular revision, faculty-staff appointments, promotions and tenure, the development of campus learning facilities, and student academic matters. The associate deans, registrar, director of the advanced mentoring program, director of global and immersive learning, and director of the writing program report directly to the provost, as do the directors of schools and chairs of academic departments and special academic programs. The provost also oversees all student affairs activities and supervises the dean of students, who has supervisory responsibility for all programs relating to student life, works closely with the president and other senior staff members, and serves as a staff liaison to the Learning and Teaching Committee of the board of trustees in formulation of long-range planning and budgeting recommendations.

b. The Vice President for Finance and Planning/Treasurer

As chief financial officer manages the institution's monetary resources. The vice president for finance and planning/treasurer is responsible to the president for all aspects of financial planning and control, purchasing and inventory control, and accounting services. The vice president for finance and planning/treasurer also serves as staff liaison to the Audit and Risk Management Committee, Budget and Planning Committee, and Financial Asset Management Committee of the board of trustees.

c. The Vice President for Enrollment

As chief enrollment officer oversees all programs relating to admissions and financial aid services. The vice president for enrollment also works closely with the president, with other corporate officers, and with the Enrollment and Marketing Committee of the board

of trustees in formulation of long-range planning and budgeting recommendations.

- d. **The Vice President for Human Resources and Operations**
As chief personnel and physical resources officer is responsible to the president for all aspects of security, plant management, off-campus property management, auxiliary enterprises, personnel management and insurance. Accordingly, the organization and staffing of the administrative areas related to these functions are the responsibility of the vice president for human resources and operations. The vice president for human resources and operations also serves as staff liaison to the Physical Asset Management Committee of the board of trustees.
- e. **The Vice President for Advancement**
As chief development officer is responsible for the development of gift resources which support the college's operation and contribute to its institutional goals. In this role, the vice president for Advancement works closely with the Campaigns Committee of the board of trustees in determining those ways and means that interpret the college's objectives and programs to its various constituencies most effectively, and in recommending actions appropriate to these determinations. Along with the committee, the vice president for Advancement has major concern for the college's stature and prestige and gives attention to all factors affecting its reputation. The vice president for Advancement also provides staff support to the Alumni Association.
- f. **The Secretary of the College**
As secretary has responsibility for maintaining institutional records and official documents, and serves as secretary to the board of trustees. The secretary of the college also performs such other duties as may be assigned by the chair of the board or the president of the college.

4. Senior Staff

Appointed by the college president and including the following positions: the provost and dean of the college, the vice president for finance and planning/treasurer, the vice president for enrollment, the vice president for human resources and operations, the vice president for advancement, the secretary of the college, the dean of students, the library director/ chief information officer, the director of communications and marketing, the director of strategic research and assessment, the director of strategic research and planning, and the chair of the academic strategic planning committee (ASP).

5. The Faculty

As a group of professional scholars and teachers joined together to advance the cause of learning within the framework of the educational philosophy of Beloit College, the faculty is the segment of the total community most directly involved in the academic function. The faculty exercises major legislative responsibility for assuring the quality of the academic program and the academic vitality and professional competence of those within its own ranks. Although the right of final jurisdiction over primary academic matters ultimately rests with the board of trustees, that authority is exercised by the board only on a pro forma basis or in those special cases where

major budgetary or broad institutional policy questions are involved. Degrees are awarded by the board of trustees on recommendation of the faculty, as provided in the charter of the college.

In carrying out its academic responsibility, the faculty is organized into departments/programs and disciplinary groups. Its legislative and consultative functions are served by the Academic Senate, and also by both standing committees and various special committees, with student representatives as provided in the operating procedures of the Academic Senate and of the particular committees.

Because of the faculty's central relationship to the college's mission, the Academic Senate maintains a strong interest in long-range institutional planning, even though it bears no specific organizational responsibility or authority in this area.

6. The Students

A community of learning must foster the individual's sense of responsibility for his or her own personal growth and behavior. Students at Beloit College are therefore treated as full decision-making partners in all matters in which they are qualified by their experience and maturity.

7. The Alumni

The alumni have no legal relationship to the college, but are of vital importance to the ongoing strength and stature of the institution. The board of directors of the Alumni Association meets regularly to represent the interests of the alumni and to serve as liaison between college officials and the alumni-at-large. An Alumni Office also is maintained by the college to serve alumni, to provide social, educational, and recreational opportunities, and to promote increased alumni understanding and support of the college.

C. Community Governance Structure

Beloit College's governance structure is based on the concept that real community exists only in an atmosphere of mutual confidence and respect. Regulations and procedures are no substitute for such a condition; they should merely help to make the condition a reality.

Thus, the governance structure described in the following sections reflects the college's desire to involve all segments of the community in decisions affecting their welfare and that of the total institution. Beloit's long-time commitment to student representation in the administration of the college, and to student participation in the decision-making process, is based upon the conviction that the college's educational purpose will be better served by genuine and responsible student involvement. It also assumes that those individual students called upon to participate can be counted on to represent the best interests of the students as a whole, and to act on behalf of the welfare of the college.

1. The Academic Senate

The Academic Senate carries major responsibility for the educational program of the college. It exercises effective control over academic standards and over all curricular matters, except for those matters specifically designated by the college charter or otherwise as the function of the trustees, officers of the corporation, or faculty. In addition, major Academic Senate legislation is subject to the final jurisdiction of the board of trustees. The senate maintains a close relationship to the admissions, business, student services, public relations, and development functions of the college.

2. The Beloit Student Government (BSG)

The Beloit Student Government (BSG) provides a forum for students and other campus members to discuss and review campus policies and issues related to campus life. Additionally, BSG administers the student activities fee, allocating funds to the various BSC-sponsored committees and organizations. Although BSG officers and representatives are elected from among the student body, BSG is open to all students, faculty, and staff of Beloit College.

D. Review of Governing Responsibility by Specific Area of Activity

1. General College Policies, Powers, and Purposes

Subject to the authority of the board of trustees upon the advice and professional guidance of the president.

2. Administrative Policy and Procedures

Subject to the authority of the president with the counsel and advice of the officers of the corporation, the Academic Senate, BSG, and the board of trustees.

3. Faculty Employment Policies and Practices

Subject to the authority of the president upon recommendation of the provost, after consultation with the Faculty Status and Performance Committee. Final confirmation is made by formal action of the board of trustees.

4. Staff Employment Policies and Practices

Subject to the authority of the president with the counsel and advice of the officers of the corporation and the board of trustees.

5. Academic Senate Rules and Procedures

Subject to the authority of the Academic Senate, with right of petition to the provost.

6. Academic Achievement and Regulations

Subject to the authority of the Academic Senate, except where major budgetary or general

college policy matters are involved.

7. Regulations Pertaining to Extra-Curricular and Campus Life

Subject to the authority of the dean of students, in consultation with the president, the officers of the corporation, and the board of trustees. As in all matters, the board of trustees, acting through the president, exercises final authority where major budgetary or college policy matters are involved.

8. Social Discipline and Academic Dishonesty

Subject to the authority of the dean of students, who has primary responsibility for the administration of regulations pertaining to student behavior and discipline.

Revision Log

09-28-10	Update Beloit Student Congress (BSC) Style Updates (titles)	Per AD Style Guide-Web
10-31-11	Title changes Addition of Senior Staff section	Per CTT
05-02-14	Update to Senior Staff section	Per CTT
5-25-2021	Update Beloit Student Government	Per Academic Senate, May 19, 2021
6-9-2021	Update Officers of Administration (B.3)	Per Dan Schooff, Secretary of the College
6-1-2022	Update Officers of Administration (B.3)	Approved by Senior Staff, 5/18/22
10-6-2023	Update Officers of Administration (B.3.a) Update The Faculty (B.5)	Per Academic Senate, September 27, 2023