

Policy No:	ACA-POL-0033
Policy Title:	Council of Dean / Principal
Implementation Procedure:	
Date of Issuance:	June 10, 2014
Effectivity:	AY 2014 to present
Page Number:	One (1)
Office of Origin: (Policy Expert)	Office of the Vice President for Academic Affairs
"Supersedes" Notification:	None
Purpose of Policy:	It states the functions, extent of authority and responsibility of the Dean's Council.
Detailed Policy Statement:	<ol style="list-style-type: none"> 1. The Dean / Principal's Council recommends potential faculty hires to the Vice President for Academic Affairs for faculty teaching appointments. 2. The Dean / Principal's Council helps the Dean / Principal in deciding possible recommendations or changes in the department. 3. The Council helps resolves issues confronting the department. 4. It facilitates the processing / filing of papers of complaints as well as determine the probable cause/s filed by the following which is to be transmitted to the corresponding Grievance Committees (faculty / non-teaching personnel) / Board of Discipline (students) of the Colegio depending on the nature and substance of the complaint. <ol style="list-style-type: none"> 4.1 Student against Faculty Member 4.2 Faculty Member against another Faculty Member 4.3 Non-Teaching Personnel against a Faculty Member 4.4 Administrator against a Faculty Member 5. It assists in the planning of the Faculty Development Programs. 6. It serves as panel in the screening of Faculty Members, who can serve as potential recipients of scholarships / research grants from the Colegio, to be recommended to the Vice President for Academic Affairs. 7. It suggests future plans / directions for the Department's growth. 8. The composition of the Dean / Principal's Council include <ol style="list-style-type: none"> 8.1 Dean / Principal 8.2 Chaplain 8.3 Three senior Faculty Members recommended by the Dean 8.4 Student Representative when matters involving the student <p>The members of the Council are recommended by the Dean / Principal and appointed by the Vice President for Academic Affairs.</p>
Applicability:	Academic Heads, Program Chairs, Faculty Members
Policy Approval Authority:	<p>_____</p> <p>Rev. Fr. Juan V. Ponce, O.P.</p>
Related Policies or References	None
Definition:	None

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