

**WESTPHAL COLLEGE CHARTER OF FACULTY GOVERNANCE at Drexel University**  
**Approved: January 1, 2019**

**Article 1. Preamble**

This Westphal College Charter of Faculty Governance (hereafter called the Westphal Charter) outlines the governance structure of the faculty in the Antoinette Westphal College of Media Arts & Design, just as the Drexel University Charter of Faculty Governance (hereafter called the University Charter) outlines the governance structure of the larger Drexel University faculty. The purposes and nature of shared governance between the faculty and the administration, and its benefits to the enterprise of the University, are fully described in the Drexel University Charter of Faculty Governance. This Charter is based upon the University Charter and relies upon its descriptions of faculty rights and responsibilities without extensively restating them.

This Charter of the Westphal Faculty establishes a structure for faculty governance that shall function in concert with the College's administrative structure to insure shared governance of the College. The goal of shared governance of Westphal College is to enable a vibrant academic community that can achieve and sustain excellence. The documents of faculty governance of the Antoinette Westphal College of Media Arts & Design include the Westphal Charter, the Bylaws of the Westphal Faculty Caucus (hereafter called the Westphal Bylaws), and any Protocols of Understanding that may be developed and/or amended as described herein.

The Westphal Charter defines the goals and scope of shared governance in the College and its subsidiary relationship to the University, as well as the membership of the College faculty and voting faculty, the special prerogatives of the faculty, the College committees that represent the faculty, and faculty's roles in other standing and ad hoc committees. The Westphal Bylaws define operational matters of the Westphal Faculty Caucus beyond those defined in the Westphal Charter.

This Westphal Charter and the Westphal Bylaws clarify the relationship of the College Faculty to the policies that regulate the operations of the College. Just as the University is regulated by a set of policies that reside in the Office of the Provost, the College is regulated by a set of policies that reside in the Office of the Dean. The policies of the College, especially those that regulate its academic enterprise, shall, in the spirit of shared governance and to the extent possible within the University, be the product of collaboration between the Westphal Faculty and the Office of the Dean.

The Westphal Charter and the Westphal Bylaws shall become effective after approval (which shall follow the same process as that for amendment, as outlined in Article 15.1) by the voting members of the Westphal Faculty (as defined in Article 2.2) and require concurrence of the Office of the Dean. The Charter may be modified by action of the voting members of the Westphal Faculty, but, in the spirit of shared governance, any process of modification shall require mutual approval of the College administration and the faculty. All revisions of the Westphal Charter and Westphal Bylaws shall be compatible with the shared governance structure of the College and the University.

**Article 2. The Westphal Faculty**

2.1 The faculty of Westphal College (the “Westphal Faculty”), as defined herein, consists of all persons who hold academic appointment in the College. This includes all faculty: tenured, tenure-track, non-tenure-track faculty, emeritus faculty, and adjunct faculty teaching in the current academic year, as well as administrators with academic rank.

2.2 The voting members of the Westphal Faculty are its full-time faculty members. The University Charter considers voting faculty members to be those who serve full-time in their appointments at Drexel University and who devote at least half of their time to teaching, research, clinical education, or other academically-related duties. Full-time faculty members who hold appointments in more than one college must hold at least half-time appointments in Westphal College to be voting members of its faculty; in addition, they must designate in writing that Westphal College will be the sole academic unit within which they will exercise their voting privileges. To protect the Westphal faculty’s voice in shared governance, and in parallel with the University Charter’s exclusion of the President and Vice-Presidents and the Provost and Vice-Provosts from voting-faculty status, the College’s Dean and Associate Deans also do not have voting faculty status for the purposes of this Charter.

**Article 3. Responsibilities of the Westphal Faculty**

3.1 The authority and responsibilities of the faculty of the Westphal College, as part of the faculty of Drexel University, are fully described in the Drexel University Charter of Faculty Governance (Article III). To summarize, the University Faculty, and therefore the Westphal Faculty, is authorized by the Board of Trustees to formulate rules and regulations directly governing such matters as the establishment or dissolution of academic administrative units (such as programs and departments within the College), any change in mode or venue of offering Westphal courses and degrees, and the establishment or dissolution of all degree programs within the College. Other areas for which the faculty is authorized to formulate rules and regulations include curriculum, scholastic standards, and the award of student honors. Such rules and regulations are subject to approval by the Dean and, as provided in the University’s Charter, by the President. Where it is deemed appropriate by virtue of the University’s Charter and the Board’s Bylaws, they may also be subject to approval by the Board of Trustees.

3.2 In parallel with Article 3.2 of the University Charter, just as the University faculty is authorized to advise and make recommendations to the President, so the faculty of Westphal College is authorized to advise and make recommendations to the Dean in the spirit of collegial responsibility on the formulation of decisions and policies regarding College development and welfare. Among the subjects for advice and recommendation are the hiring, appointment, development, promotion, and tenure of faculty; the appointment of administrative and academic officers; faculty responsibilities and prerogatives; faculty workload; support for teaching; assessment of teaching and learning; the creation, elimination, or merger of programs, departments, independent centers, and institutes; support for research, scholarship and creative work; student responsibilities and discipline; identification of fundraising opportunities for College development and academics; the review and discussion of budgetary needs

and priorities for the College; and the development and expansion of the physical space of the College. Just as the University Charter pledges the President to work towards consensus with the faculty, this Westphal Charter calls upon the Dean and the Westphal Faculty to work towards consensus.

3.3 In order to exercise these responsibilities within the College, the Westphal Faculty herein establishes its own organization and rules of procedure through the Westphal Faculty Caucus and the Westphal Faculty Assembly.

#### **Article 4. The Westphal Faculty Caucus**

4.1 The Westphal Faculty Caucus shall be the legislative and executive agency of the Westphal Faculty. The Caucus is empowered to legislate in academic matters and to advise and make recommendations to the Dean in those areas of collegial governance enumerated in Article 3 of this document, and subject to the parameters established in the Drexel University Charter of Faculty Governance. The composition of the Westphal Faculty Caucus is defined in Article 2.1 of the Bylaws of the Westphal Faculty Caucus.

4.2 In order to fulfill its responsibilities regarding the academic enterprise, the Westphal Faculty Caucus may establish standing and ad hoc committees, and membership on such committees shall not be limited to members of the Caucus. The Caucus may adopt resolutions on its own behalf as needed. The Caucus shall act upon petitions, resolutions, recommendations, or legislation that pertain to the academic governance or general welfare of the College that are submitted by its own members, by its committees, by the faculty in any academic unit of the College, and by the Dean. The voting process is outlined in Article 4 of the Westphal Caucus Bylaws. Before the Dean's proposed annual operating budget is finalized each year, the Dean shall consult with the College Caucus Budget, Planning, and Development Committee on the extent to which the broad priorities of the faculty can be reflected in the budget.

#### **Article 5. Officers of the Westphal Faculty Caucus and Their Duties**

5.1 The Westphal Faculty Caucus shall annually elect three Officers from its membership: a Chair, a Vice-Chair, and a Recording Secretary, each from a different department. If any of these officers is unable to complete her/his term of office, the Caucus shall elect a replacement.

5.2 The Chair of the Westphal Faculty Caucus shall preside over meetings of the Caucus as well as meetings of the Westphal Faculty Assembly. Two weeks before a scheduled Caucus meeting, the Chair shall request brief written reports from the Senate Committee representatives and from the Chairs of the Caucus Committees. These reports, due one week before the meeting, shall describe the recent topics and actions of their respective committees and include an indication of any issues that may require discussion at the upcoming Caucus meeting. In consultation with the Executive Committee of the Westphal Faculty Caucus (as defined in Article 7 of this Charter), the Chair shall determine which of these discussions shall be on the agenda. The Chair shall send the agenda to the Caucus at least three days before the meeting. The Chair of the Caucus (or if unable, the Vice-Chair), shall sign official copies

of Caucus actions. The Chair or a designated representative shall have the opportunity to address All-College Meetings, comprised of both faculty and staff, which are organized by the Office of the Dean. The Chair of the Caucus shall be a member of the College's Academic Council with voice but not vote. If the Chair is already a member of Academic Council by virtue of being a department head, then the Caucus shall choose another member from the Caucus, typically in the order of Chair, Vice-Chair, Secretary, followed by other members of the Executive Committee. The Dean shall have the right to conduct an Academic Council meeting in whole or part in Executive Session when confidential matters need to be discussed, and the Caucus Chair or other representative of the Faculty Caucus would not be present at such Executive Sessions.

5.3 The Chair, Vice-Chair, and Recording Secretary of the Westphal Faculty Caucus shall meet as needed with the Dean in order to maintain communication regarding concerns of the faculty and to facilitate cooperation between the College Administration and Westphal Faculty. Such meetings are for information exchange and shall not be construed to represent consultation with the Westphal Faculty Caucus.

5.4 At all regular and special meetings, the Caucus shall function as a large assembly. The Chair of the Caucus shall typically refrain from participating in discussions of pending motions and the Chair's vote shall only be cast as a tiebreaker.

5.5 If representation of the Westphal faculty as a whole is needed in a situation that involves the College or University administration, or the Faculty Senate, and it cannot be provided through established committee structures, then that representation shall be provided by the Chair and/or Vice-Chair of the Westphal Caucus, together with at least one other member of the Westphal Caucus.

5.6 The Vice-Chair shall preside at meetings of the Westphal Faculty Caucus and the Executive Committee in the absence of the Chair. If the Chair is unable to carry out any of the defined duties, then the Vice-Chair shall assume those duties. The Vice-Chair shall also lead the Executive Committee's election process for the standing Caucus Committees.

5.7 The Recording Secretary shall preside at the meetings of the Caucus and the Executive Committee in the absence of the Chair and Vice-Chair. The Recording Secretary shall take minutes of all meetings of the Westphal Faculty Caucus and of the Westphal Faculty Assembly and make them available to all Westphal faculty and administrators in a timely fashion. The Recording Secretary shall also maintain an archive of minutes provided by all three types of committees of the Caucus as described in Article 8.1 of this Charter. The Recording Secretary shall also routinely communicate the salient issues currently being discussed by the Caucus to the Westphal Faculty in an effort to keep the faculty well informed and up to date. The Recording Secretary shall also send out reminders for upcoming meetings and shall record the results of elections and referenda. Each fall, the Recording Secretary shall obtain from the Dean's office a list of all current full-time faculty, with their rank and status, and email addresses.

**Article 6. Procedures and Actions of the Westphal Faculty Caucus**

6.1 The Dean, Associate Deans, or Assistant Deans may request to address the Westphal Faculty Caucus at any Caucus meeting to present such reports and information as may concern the Westphal Faculty.

6.2 Meetings of the Westphal Faculty Caucus shall be open to all voting members of the Westphal Faculty. The Executive Committee may additionally invite others to observe and/or make presentations. Such invitations shall be noted in advance, in the meeting agenda.

6.3 Floor privileges and voting privileges are extended to all members of the Westphal Faculty Caucus, as specified in the Westphal Bylaws. Other interested people present at a Caucus meeting may ask the Chair for floor privileges on specific agenda items and the Chair shall rule.

6.4 Actions within the purview of the Westphal Faculty Caucus include those necessary to carry out its responsibilities as outlined in Article 3. Among these are the creation of standing and ad hoc committees of the faculty; participation in the creation of College policies; review of College policies as they impact the academic enterprise of the College or faculty prerogatives; consultation on the College budget and priorities; creation and amendment of the Westphal Bylaws, subject to mutual approval with the Dean; providing a forum for discussion of issues of faculty concern and possibly taking action in response; and calling meetings of the Westphal Faculty Assembly.

6.5 In the areas in which faculty has the responsibility to formulate rules and regulations and to advise and make recommendations to administration (as described in Article 3), the Westphal Caucus shall communicate its related legislation or actions in writing to the Dean. If there is concurrence, the Dean shall provide written acknowledgement thereof. In the case of non-concurrence, the Dean shall transmit to the Caucus a written statement of exception to the legislation or actions as proposed. A joint committee consisting of the three Caucus Officers (Chair, Vice-Chair, and Secretary), the Dean, and other academic or administrative officers as appropriate, shall attempt to resolve the differences expressed and to achieve a compromise in closed session. Afterwards, the three Caucus Officers shall report to the Caucus on all changes agreed upon, and these changes shall be subject to confirmation by the Caucus. If the joint committee cannot reach an agreement, the matter shall be referred to the Caucus for further recommendation. That recommendation could include bringing the matter to the full Westphal Faculty for discussion at which both the Westphal Faculty Caucus and the Dean shall share the agenda to explain the disagreement. At the conclusion of the meeting, there shall be a secret ballot and if the majority of the faculty concur that a resolution is still needed, the matter shall return to the joint committee for one additional attempt at resolution with the Dean. After this measure, if there is still non-concurrence, the matter shall be brought to the Provost and to the Chair of the Faculty Senate to seek final resolution.

6.6 All Protocols of Understanding agreed upon by the Westphal Faculty and the Westphal Office of the Dean shall be incorporated into the Charter. The approval or removal of, or change to, a Protocol of Understanding represents an amendment to the Westphal Charter and follows the procedures detailed in Article 15 of the Westphal Charter.

**Article 7. The Executive Committee of the Westphal Faculty Caucus**

7.1 The Executive Committee of the Westphal Faculty Caucus shall consist of its three officers plus two additional members for a total of five Executive Committee members. These two additional members shall be elected by the Westphal Faculty Caucus from departments other than those represented by the three officers in order to maximize the number of departments represented.

7.2 The Executive Committee shall be the committee of reference for the establishment of Westphal Faculty standing committees, as well as ad-hoc committees of the Westphal Faculty Caucus. The Executive Committee shall oversee the process for electing full-time faculty from each department to the standing Caucus Committees. In consultation with members of the Caucus, the Executive Committee shall set annual goals and priorities for the work of the Westphal Caucus. The Executive Committee shall coordinate the decisions and actions of the various committees of the Caucus, shall forward the recommendations of these committees to the Caucus for approval, and shall provide a clearinghouse for informational exchange to the constituent department faculties and other College personnel. The Executive Committee shall regularly consider issues arising within the College that fall within the scope of responsibilities given to Westphal Faculty under the Westphal Charter, and shall refer these matters, as appropriate, to a Caucus Committee for study and response. When discretion is needed, the Executive Committee, or a smaller delegation, may meet with a member of the College administration, including department heads, to make them aware of a situation that the Westphal Faculty Caucus perceives to be significant and urgent. The resulting remediation of the situation shall be reported back to the Caucus in a way that preserves confidentiality.

7.3 When differences of interpretation of this Charter and Bylaws cannot be resolved between the Caucus and the Office of the Dean, the process for handling non-concurrence that is outlined in Article 6.5 shall be followed. Whenever changes to the Westphal Charter and Westphal Bylaws are required, the Executive Committee shall appoint an ad-hoc Charter and/or Bylaws Review Committee from the Westphal Caucus or from among other full-time faculty members, whether tenure-track or non-tenure-track. This committee shall prepare proposed amendments and coordinate approval by the Westphal Faculty Caucus, the voting members of the Westphal Faculty (in the case of amendments to the Charter), and the College Administration.

7.4 The Executive Committee shall be responsible for monitoring compliance with the Westphal Charter and shall report to the Caucus on any matters of concern to the Westphal Faculty.

7.5 The Executive Committee shall be responsible for communicating all Caucus activities and other important matters to the entire Westphal Faculty.

7.6 The Executive Committee shall prepare the agenda for Caucus meetings. It shall include in the agenda its own recommended items as well as any recommended items or resolutions submitted in writing by (1) the Standing Committees or other committees of the Caucus; (2) the Westphal Faculty Assembly; (3) any group of the voting members of the Westphal Faculty; (4) duly constituted organizations of the Westphal student body; and (5) members of the Westphal College administration.

The Executive Committee may, at its discretion, invite formal or informal presentation of such recommendations or resolutions before establishing the Caucus agenda.

7.7 The Executive Committee shall not alter proposals or presentations forwarded for Caucus action without the authorization and consent of the originating bodies. The Executive Committee may, however, transmit to the Caucus such proposals and presentations with a positive or negative recommendation, or with an alternate proposal.

### **Article 8. Committees of the Westphal Faculty Caucus**

8.1 The Westphal Faculty Caucus shall establish all committees of the Caucus, unless otherwise specified, with committee membership determined by the Caucus. There are three types of committees included under shared governance: 1) Standing Caucus Committees, which include at least one representative from each department plus ex officio representation from administration (described further in Article 9 below); 2) Westphal Advisory Committees, with shared membership between the administration and the faculty (described further in Article 12 below); and 3) ad hoc Caucus Committees, which are intended to be flexible, do not require representation from each department, and may be of any size. Each committee chair shall ensure that minutes summarizing key proceedings and actions are forwarded to the Caucus Recording Secretary. For the sake of clarification, there are also College committees which are not formed by the Caucus, but which are formed by the Dean. The Caucus's limited role in those committees is addressed in Articles 10 and 11.

### **Article 9. Standing Committees of the Westphal Faculty Caucus**

9.1 The following standing committees of the Westphal Faculty Caucus are hereby established. They parallel three of the University-level Faculty Senate Committees: the Senate Committee on Academic Affairs (SCAA), the Senate Committee on Faculty Affairs (SCFA), and the Senate Committee on Budget, Planning and Development (SCBP&D). For all committees, concerns related to both undergraduate and graduate programs, or to both on-campus and online programs, shall be treated as having equal importance. Committees are expected to not only address necessary procedural actions, but also to allow time for faculty to engage in thorough discussion of substantive issues. Each of the three standing committees shall have at least one member representing the college on the parallel Senate Committee whose duty shall be to communicate pertinent matters between the two committees. Similarly, each of the three standing committees shall have at least one college administrator as an ex-officio member (detailed in Article 6 of the Westphal Bylaws) whose duty shall be to communicate pertinent matters between the standing committee and the rest of the college administration, as well as the university administration when appropriate. The members of each standing Caucus Committee shall elect the chair of the committee. A committee may decide to invite additional members of the faculty and/or staff to join the committee as ex-officio members. The Committee Chair may call a meeting restricted to voting members only at any time, as defined in Article 2.2 above. Attendance at committee meetings is restricted to the members of the committee, but the Committee Chair may, with notice to the

committee, invite others to attend who may inform or advise the committee. Such invitees shall have voice but not vote.

9.2 The Caucus Committee on Academic Affairs (CCAA). The CCAA shall be the academic policy committee of the Westphal Faculty Caucus and shall monitor and review matters related to academic standards; the College curriculum and course offerings; proposals for the creation of new majors and minors; and proposals for the elimination of majors and minors. It shall act in an advisory capacity on matters of admission standards and policies; recruiting, enrollment management and retention; and academic advising. In order to ensure that the CCAA has time for substantive discussion on Westphal College academic issues, which may arise either from general concern or from specific curricular proposals that have been submitted to the committee, the detailed work of the approval processes for curricular proposals shall be conducted by subcommittees, formed from the membership of the CCAA, one for undergraduate proposals and one for graduate proposals. Decisions of the subcommittees shall be brought to the full standing committee for approval. At least one of the College's representatives to the Senate Committee on Academic Affairs shall also be a member of this Committee.

9.3 The Caucus Committee on Faculty Affairs (CCFA). The CCFA shall be responsible for reviewing College policies concerning and affecting the faculty. In addition, the Committee shall evaluate the status of faculty within the College, review faculty workload, encourage measures to support faculty development, assess matters related to academic support, and address topics related to faculty research, scholarship and creative work. This Committee shall also invite comments from the faculty on these and any other faculty related matters. At least one of the College's representatives to the Senate Committee on Faculty Affairs shall also be a member of this Committee.

9.4 The Caucus Committee on Budget, Planning and Development (CCBP&D). A primary goal of the CCBP&D shall be to present the Dean with academic priorities from the perspective of the Westphal faculty as they relate to the College budget. This Committee shall seek to understand the budget process and the college's priorities for resource utilization and shall communicate its understanding to the Westphal Caucus as needed. At least once per year, the Dean shall meet with this committee to provide information on the College's budget and planning process and to discuss faculty concerns about the budget. Within a College Strategic Planning process, this Committee shall also be involved in the articulation of budget priorities as needed to achieve strategic goals. At least one of the College's representatives to the Senate Committee on Budget, Planning and Development shall also be a member of this Committee.

## **Article 10. Inherent Powers of the Dean and Associate Deans to Form Committees**

10.1 The powers of the Westphal Faculty Caucus to establish committees described in this Charter shall not be construed to circumscribe the inherent powers of the Dean and Associate Deans of the College to establish any committees, whether of faculty, of administration, or both, as they shall deem necessary to the administration of the College.

10.2 Whenever the Dean's Office forms its own College committees, the Dean or Associate Dean shall present a list of the proposed committees and the proposed membership of those committees to the Executive Committee of the Westphal Faculty Caucus, which may then make recommendations for changes. Such committees may be deemed to be "Westphal Advisory Committee" (WAC) as defined in Article 12 below. The details of the charge, scope, composition, schedule, and method of operation of such committees shall be filed with the Executive Committee of the Westphal Caucus.

### **Article 11. Search Committees for the Dean and Senior Administrative Positions**

11.1 Faculty representation on Search Committees to fill Department Head positions within the College, as well as college-level positions, is crucial for the realization of shared governance.

11.2 All Search Committees for Department Heads within the College shall include at least one Associate Professor or Professor (from a different department), whether tenure-track or non-tenure-track, who shall represent and be selected by the Westphal Faculty Caucus and who shall report to the Caucus Committee on Faculty Affairs.

11.3 All Search Committees for senior academic and administrative officers, such as positions at the level of Assistant and Associate Dean shall include at least one Associate Professor or Professor, whether tenure-track or non-tenure-track, who shall represent and be selected by the Westphal Faculty Caucus and who shall report to the Caucus Committee on Faculty Affairs.

### **Article 12. Westphal Advisory Committees**

12.1 When it is deemed important to assemble a diverse set of viewpoints and expertise to address an issue that affects the Westphal College community, a Westphal Advisory Committee (WAC) may be formed. A Westphal Advisory Committee, parallel to a University Advisory Committee as described in the University Charter, engages the broader college community to provide advice in the decision-making process and may be standing or ad-hoc. Formation of an appropriate WAC shall precede the development of a new College policy. A WAC may also be formed to explore new college initiatives or address University initiatives that require participation from the College. In the case of revision of a policy, a Standing or ad hoc Caucus Committee may be called upon to do this work, with the participation of members of the administration as needed. In the spirit of shared governance, it is important to note that a dedicated WAC shall be formed at the most preliminary stage of a strategic planning process within the college in order to guide the process through to its completion.

12.2 A request to form a WAC may arise either from the Dean and/or Associate Dean or from the Westphal Faculty Caucus. Upon consultation between the Dean/Associate Dean and the Westphal Faculty Caucus, such a committee may then be designated a WAC by the Dean or Associate Dean.

12.3 Once a committee is designated a WAC, the Dean and/or Associate Dean shall consult with the Caucus to determine its charge, scope, composition, schedule, and method of operation, and these details shall be filed with Executive Committee of the Westphal Caucus.

12.4 If the Dean and/or Associate Dean forms a committee other than a WAC, which includes faculty members, the Office of the Dean shall notify the Westphal Faculty Caucus of the charge of that committee and its composition. If the Westphal Faculty Caucus forms a committee other than a WAC, which includes college administrators, then the Caucus shall inform the Office of the Dean of the charge of that committee and its composition. Either the College administration or the Westphal Faculty Caucus may suggest specific faculty members whose expertise would make positive contributions to such committees.

### **Article 13. The Westphal Faculty Assembly**

13.1 The Westphal Faculty Assembly is the assembled body of the faculty of the College. Non-voting members of the faculty may attend with voice, but not vote. Its presiding officer shall be the Chair of the Westphal Faculty Caucus. The Dean, or a member of the Office of the Dean, may request time on the agenda to address the full Westphal Faculty Assembly.

13.2 The Chair, in consultation with the Executive Committee, shall call the meetings of the Westphal Faculty Assembly. There shall be a meeting called at least once per academic year. With the assistance of the Recording Secretary of the Westphal Faculty Caucus, the Chair shall make the agenda of any scheduled meeting accessible to the full College faculty and make the minutes of any meeting accessible. The Chair, in consultation with the Westphal Faculty Caucus, shall make the decision on whether there shall be a meeting of the full Westphal Faculty Assembly or a meeting of just the voting members of the Westphal Faculty.

13.3 The Westphal Faculty Assembly shall be a place of information exchange, discussion, and advisory votes on positions of record, to be determined by the majority of those assembled. When a binding vote of the faculty is sought, there shall be an electronic process that allows at least a two-week period for voting so that all voting members of the Westphal Faculty will have ample opportunity to participate. A two-thirds majority of those voting within this process is required for approval.

### **Article 14. Academic Freedom and Academic Due Process**

14.1 All members of the Westphal Faculty share in the rights of academic due process and academic freedom that are described in Drexel University Charter of Faculty Governance (Article XIV).

14.2 Procedures and criteria for evaluation of faculty within the College shall be based upon, and comply fully with, the criteria and procedures established by the University.

14.3 No provision of the Westphal Charter and its Bylaws shall detrimentally prejudice the rights, privileges, and status of Westphal Faculty existing at the time of its adoption.

**Article 15. Provisions for Amending the Charter**

15.1 Amending the Charter of the Westphal Faculty shall require approval of the Westphal Faculty Caucus, the full voting Westphal Faculty, and the Dean. Proposed amendments must first be supported by a two-thirds majority vote of a quorum of two-thirds of the Westphal Faculty Caucus voting members, either present at a meeting or voting in an electronic process, as determined by the Executive Committee. Subsequently, the proposed amendments shall be disseminated in writing to all voting members of the Westphal Faculty. A meeting of the Westphal Faculty Assembly shall be arranged to explain and discuss the proposed amendments, which shall then be followed by an electronic voting process that allows at least a two-week period for voting to insure that all voting members of the Westphal Faculty will have ample opportunity to participate in the process. To sustain the Caucus' vote of approval, a two-thirds majority of those voting within this process shall be required for approval. All amendments to the Westphal Charter shall require concurrence of the Dean.

**Article 16. Reservation of Rights**

16.1 No provisions herein shall, nor shall be deemed to, derogate from or supersede any rights, powers or duties of the Board of Trustees of Drexel University or the rights, powers or duties designated to the President under the Bylaws of the University, or any rights, powers, or duties of the Dean of Westphal College that devolve to the Dean from the Board or the President, it being understood that such rights, powers, and duties are expressly and fully reserved hereby.