

**ACADEMIC CHAIRS' COUNCIL
MEMBERSHIP POLICY**

1. ACC membership should generally include those programs and department heads who are responsible for hiring and evaluating faculty, for administrative budgets, for offering courses and degree programs, for overseeing academic departments, or overseeing some equivalent unit.
2. Special appointment to the ACC can be made for the good of the ACC on a year by year basis by vote of the ACC (e.g., the President of the Faculty Senate).
3. In the event a Chair cannot attend a meeting, he or she may send the department Associate or Assistant Chair or designee who could provide a proxy vote. The Executive Director should be informed when such a substitute attends in place of the Chair.

Approved by the Academic Chair's Council in October 2005.