Policy and Guidelines of Interaction between the Faculty, Students and the Board of Trustees

NOTE: This Normative Document is available in Spanish and English. In the event of a conflict as to its interpretation, the Spanish version shall prevail.

The University is, essentially, an educational community composed of diverse sectors whose particular interests converge in the common purpose of producing, teaching and applying knowledge that is beneficial to people and society.

The Board of Trustees is the highest governing body, which determines the institutional normative policy and in the execution of its functions wishes to have interaction with the constituencies of the university system. The Board recognizes in the faculty an important voice which must be heard and heeded, since it represents the principal body that carries out academic duties and, in addition, it possesses the professional expertise to assess the merits and values of University educational policy and to add its input to the deliberative process of the Board.

The Board of Trustees recognizes in the student a voice that must be heard and heeded, inasmuch as it constitutes the customer who demands educational services based on student profiles, needs and interests. The Board also recognizes that the administrative personnel of the University have experiences and knowledge regarding the organization and operation of the University, and that it is beneficial for the Board to receive the input of that professional expertise.

The Board wishes to expand and to extend access to the faculty, students and nonteaching personnel in the deliberative process on matters dealing with the work of these areas, since it understands that this participation will constitute an enriching ingredient in this governing body’s decision-making process.
POLICY

The Board adopts an implementing norm to comply with Sections 5.6.1 and 5.10.1 of the University Bylaws which establish that the Board of Trustees may invite the participation of those members of the University community that, in its opinion, could make significant contributions to the fulfillment of its duties. Therefore, the following measures are created:

1. Identification of professors who could advise the Board in those priority areas and matters that the Board determines;
2. The names of the professors will be submitted by the Academic Senates of each unit to the President of the University. The President, in turn, will submit the lists of experts to the Board.
3. Identification of students of each unit who could serve as an advisory voice to the Board on matters related to student needs, as determined by the Board;
4. The names of the students will be submitted by the Student Councils of each unit to the President of the University, who, in turn will submit them to the Board Chairman.
5. Identification of administrative personnel that could advise the Board, due to its expertise, in those areas and priorities that the Board determines.
6. As may be required, the Board may examine specific matters by means of studies, surveys, focal groups, or panels of experts for which it could obtain assistance from the faculty as well as from students and administrative personnel.

The President of the University prepared guides to implement this Policy, which are included below.

Guidelines for the implementation of the Policy of Interaction of the Board of Trustees and its Standing Committees with the University Community

As the governing body of Inter American University of Puerto Rico, the Board of Trustees works to benefit education, by promoting the goals, objectives and purposes of the University. To achieve this, the Board periodically determines and reviews the mission and goals statement of the University, as well as those of the academic units.

It also establishes the policies necessary for maintaining the highest possible levels of academic quality, determines the standards for their fulfillment and establishes the systems to supervise their compliance. In specific terms, the Board establishes the institutional policy in all University areas and disposes, as well, that the internal control systems and mechanisms be established to ensure that these policies are complied with.¹

In carrying out its duties, the Board of Trustees recognizes the importance of
the contributions that could be offered by the components of the university community;
that is to say, the Faculty, students and administrative personnel, and has adopted, in
response to this, a policy to expand and extend access to the faculty, students and
nonteaching personnel in the deliberative process on matters dealing with the work of
these areas, since it understands that this participation will constitute an enriching
ingredient in this governing body’s decision-making process. ²

In harmony with this policy, the Guidelines for their implementation are
established. These have the purpose of making operational the policy of the Board to
invite the participation of those members of the University community that, in its
opinion, could make significant contributions to the fulfillment of its duties when the
Board so determines.

I. Extension and Expansion of Access to the Faculty

The Board recognizes in the faculty an important voice which must be heard
and heeded, since it represents the principal body that carries out academic duties
and, in addition, it possesses the professional expertise to assess the merits and
values of University educational policy and to add its input to the deliberative process
of the Board.

1. The Chairman of the Board of Trustees will request the President of the
   University to identify the professors who could advise the Board in those priority
   areas and matters that the Board determines

2. The names of the professors will be submitted by the academic areas of each
   unit through the chief executives of these units to the President of the
   University. The President, in turn, will submit to the Board of Trustees the list
   of professors that have the capacity and competence to contribute in the areas
   and matters for which the Board is requesting faculty participation.

3. The Board of Trustees or its standing committees will interact with the faculty,
   when it so determines, through the existing university governance bodies: the
   University Council as a whole, or with its standing committees, or with the
   academic Senates. They will also meet with faculty focal groups. These
   interactions will be coordinated with the President of the University.

II. Extension and Expansion of Access to Students

The Board of Trustees recognizes in the student a voice that must be heard and
heeded, inasmuch as it constitutes the customer who demands educational services
based on student profiles, needs and interests. The students of our University possess
the experience and the knowledge to make contributions to the Board in areas related
to student affairs and student well-being. The following guidelines are established to
channel access to the student community.

² interaction policy between the faculty, students and the Board of Trustees, June 2, 1997. Certification
number 60-1997-AAE.
1. The Chairman of the Board of Trustees will request the President of the University to identify students of each unit who could contribute to the Board in matters related to student needs, as determined by the Board.

2. The Student Councils of each unit will submit the names of these students to the President of the University, through the chief executives of each unit. The President, in turn, will submit to the Board of Trustees the list of students who could make contributions on the matters that the Board determines.

3. The Board of Trustees or its standing committees will interact with the students, when it is so determined, through the student councils, or in meetings with student focal groups. These interactions will be coordinated with the President of the University.

III. Extension and Expansion of Access to the Nonteaching Personnel

The Board of Trustees recognizes that the nonteaching personnel of the University possess useful experience and knowledge on the organization and operation of this Institution for the decision-making processes on academic and administrative matters. Since they are responsible for implementing the academic and administrative policies, these personnel know the mechanisms necessary for the implementation of these policies. Therefore, the Board of Trustees values the contributions it could receive from this University component and establishes the following guidelines to channel them when the Board determines and requires it.

1. The Chairman of the Board of Trustees will request the President of the University to submit to him the names of members of the nonteaching personnel of our University that could contribute their input to the Board when it so requires for decision making.

2. The President will recommend to the Board the name of one or several members of the personnel under his supervision, of the vice presidents of the system or the chief executives of the academic units that could contribute their input to the Board when it requests this for decision making.

3. At the request of the Board, through its Chairman, the President will request of the vice presidents of the system and of the chief executives of the academic units, the names of nonteaching personnel that have the expertise in the area under consideration of the Board that could contribute their input when the Board requests this for decision making.

4. The vice presidents of the system and the chief executives of the academic units will submit to the President the name of nonteaching personnel, as they have been requested.

5. The Board of Trustees will request the President of the University to communicate to the nonteaching personnel the particularities of the matter to be discussed and the way in which their counsel will be required.
The Board of Trustees or its standing committees, when the Board so determines, will interact with the standing committees of the Systemic Managerial Council, with representatives of the academic or administration deans or with department directors. This will be coordinated with the President of the University.

The Board of Trustees or its standing committees, when so determined, will interact with mixed groups that include representation from Faculty, students and administrative personnel. These activities will be coordinated with the President of the University.

IV. Effective Date

This document of Policy and Guides is effective upon its approval.