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## Rules of the Faculty Senate - Continued

### VII. Specific Committee Charges/Composition

#### **ACADEMIC AFFAIRS COMMITTEE** [\(Back to top\)](#)

Composition: 10

9 Faculty, one chosen from each of the Senate divisions

1 Student

Selection: Members are nominated by the Rules Committee to be confirmed by the Senate.

Charges:

1. Review and make recommendations on proposals for new undergraduate degrees and academic programs.
2. Review existing policies governing academic affairs and proposals for curricular change or development.
3. Serve as the curriculum committee for programs and other units which are not covered by a curriculum committee in one of the degree-granting colleges/sch/2 428.71v

committees or the Office of Academic Affairs and Research. In such instances, a representative of the Office of Academic Affairs and Research shall serve as a member of the committee (ex officio, non-voting).

5. Recommend new or changed policies concerning academic affairs to the Senate. This includes, but is not limited to, developing, reviewing, and recommending changes to university-wide academic standards and practices and administrative practices and policies likely to have an impact on existing academic programs and practices.
6. The Academic Affairs Committee shall have the power to interpret existing academic policy and resolve disputes over diverse interpretations of the policy.

#### **ACCESSIBILITY COMMITTEE** [\(Back to top\)](#)

Composition: 10

9 Faculty, one chosen from each of the Senate divisions

1 Student

1 Representative of the University Accessibility Committee (ex officio, non-voting)

Selection: Members are nominated by the Rules Committee to be confirmed by the Senate.

Charges:

1. Develop practices and standards that are consistent with the university's commitment to provide education that is accessible to all, and that also are consistent with academic integrity and academic freedom.

2. Develop and update guidelines for textbook and resource adoption.
3. Promote instructional practices for access and full inclusion.
4. Suggest evidence based practices and standards for the use of Open Educational Resources (OERs) including free alternatives to traditional print textbooks.
- 5.

Selection: Faculty members are nominated by the Rules Committee to be confirmed by the Senate: Student members appointed by SGA President. Faculty justices must be tenured and must be members of the graduate faculty. They shall serve three-year staggered terms and shall represent different Senate divisions. The Committee shall also have two student members plus four student alternate members. Two of the alternates must be graduate students. Cases involving graduate students must be heard by graduate students.

Charges:

1. Operate according to the Procedures of the Court of Student Academic Appeals, a copy of which is available on the Academic Affairs webpage.
2. Make the final decision on cases appealed to it regarding students' requests for a change of grade, or other matters regarding academic requirements which a student can challenge.

### **UNIVERSITY EXCEPTIONS COMMITTEE** [\(Back to top\)](#)

Composition: 12

- 9 Faculty, one chosen from each of the Senate divisions
- 1 Student
- 1 Representative of the Admissions Office (non-voting)
- Vice President for Student Affairs (non-voting)

Selection: Faculty members are nominated by the Rules Committee to be confirmed by the Senate.

Charges:

1. Review policies and related procedures regarding exceptions to existing University rules.
2. Consider student applications for exceptions to existing rules for students requesting them.
3. Reports to the Senate shall include recommendations made to appropriate administrative persons and actions taken by those persons.

### **EXECUTIVE COMMITTEE** [\(Back to top\)](#)

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Dean, Coordinator for Collection Development, Associate Dean for Academic Engagement and Public Services.

## **RETRENCHMENT ADVISORY AND APPEALS COMMITTEE [Inactive] ([Back to top](#))**

Composition: 9

7 Chairs of the Advisory and Appeals Committee for Retrenchment, from the W. Frank Barton School of Business, the degree-granting College/Schools, and the University Libraries

1 Student

University Affirmative Action Officer (ex officio, non-voting)

Selection:

- Chairs of Advisory and Appeals Committee for Retrenchment are chosen according to the same procedures used in selecting Tenure and Promotion Committee chairs or by other procedures adopted by the faculty of the college/school/University Libraries staff.
- If a college/school/University Libraries elects the membership of its Tenure and Promotion Committee and of its Retrenchment Committee, separate elections must be held for each committee. Overlapping membership will be permitted, if it arises out of separate elections.
- If some portion of the membership of the Tenure and Promotion Committee of a college/school/University Libraries is appointed, and/or if some portion of the membership of the college/school/University Libraries Retrenchment Committee is appointed, then no more than half of the members of either committee may simultaneously be members of the other. The Rules Committee has the authority to grant an exception to this regulation for a particular college/school/University Libraries, if such a request for exception can be justified.

Charges:

1. Review regularly the status of the University and its component parts in relation to those aspects relevant to possible financial exigency.
2. Participate in preventive planning for the University prior to a declared exigency.
3. Review and consider policies that could help avoid a declaration of financial exigency, including early retirement or semi-retirement, shared positions, faculty retraining and faculty reassignment.
4. Review University and college/school/University Libraries plans for retrenchment should a declaration of financial exigency be necessary.
5. Serve as an appeals committee, and otherwise function during periods of financial exigency as described in the Policies and Procedures for the [Reduction of Unclassified Staff for Reasons of Financial Exigency](#), a copy of which is available in the Office of the Faculty Senate.

## **RULES COMMITTEE** [\(Back to top\)](#)

Composition: 11

- 9 Faculty, one chosen from each of the Senate divisions
- President-elect of the Senate (chair)
- Vice President of the Senate

Selection: Members are nominated by the Rules Committee to be confirmed by the Senate.

Charges:

1. Review the Senate rules and constitution every three years and recommend changes to the Senate. Will update rules and constitution as approved by the Senate.
2. Review and recommend changes to the bylaws of the University Faculty and updates the bylaws to reflect any changes made.
3. Recommend to the Senate procedures and policies for the Senate elections. The Vice President of the Senate conducts the elections.
4. Recommend to the Senate changes to the Senate committee structure and changes in the procedures for appointing faculty, administrators, and staff to these committees, and nominate candidates for the committees to the Senate for its approval. In making nominations the committee is not restricted to nominations from Senate categories or committee preference forms, but should strive to create the strongest and most effective committees.
5. Review and suggest changes in the Faculty Grievance Procedure and coordinate its implementation, communicating with grievance committee Chairs to ensure that the timelines laid out in the grievance policy are followed.
6. Interpret the Rules and Constitution of the Faculty Senate.

## **SCHOLARSHIP AND STUDENT AID COMMITTEE** [\(Back to top\)](#)

Composition: 12

- 9 Faculty, one chosen from each of the Senate divisions
- 1 Student
- 1 Representative from the Admissions Office (non-voting)
- Director of Financial Aid, or designated replacement (non-voting)

Selection:

- Faculty members are nominated by the Rules Committee to be confirmed by the Senate.
- Student members are appointed by the SGA President.

Charges:

1. Act as a final appeals board for students with scholarship grievances.
2. Annual reports to the Senate shall include recommendations to and actions taken by appropriate administrators.



**UNIVERSITY TENURE AND PROMOTION COMMITTEES** [\(Back to top\)](#)

**Tenure Track (TT) Committee** [\(Back to top\)](#)

Composition: 12

7 Chairs of Tenure and Promotion Committees for the degree-granting college/school  
and for University Libraries

2 Faculty (at-large)

2 Ex officio (non-voting): Provost, Dean of the Graduate School.



Selection:

- Chairs of Promotion Committees for NTT Faculty in the degree-granting colleges/school and for University Libraries are chosen according to procedures established in their respective college/school/University Libraries, or unit.
- NTT Faculty-at-large are selected according to standard procedures for naming members to faculty senate committees, except that they shall be from different Faculty Senate divisions and shall be full-time faculty members with the level of associate or higher.
- Faculty-at-large serve three-year terms. Faculty at-large members may not serve while a candidate for promotion or incentive review, or while on sabbatical leave.
- Replacement appointments shall be made as needed, following standard procedures.

Charges:

1. Implement university-wide policies and procedures for awarding NTT promotion.
2. Coordinate the Tenure and Promotion Calendar in conjunction with the TT committee as appropriate.
3. Specify the format for documentation in support of NTT Promotion Review, with a view to developing comparable standards throughout the University while recognizing essential college/school/University Libraries differences.
4. Formulate transmittal, reporting, and appeals procedures for awarding NTT promotion.
5. Ensure that there are university-wide procedures for notifying the relevant administrators and faculty members of promotion eligibility, procedures, and outcomes.
6. Review promotion cases in accordance with the University Promotion and Appeals Procedures for Non-Tenure Track Faculty.
7. Review every three years the college/school/University Libraries guidelines for NTT promotion.
8. Report to the full Faculty Senate for review issues of concern in policies and promotion guidelines.

**UNDERGRADUATE RESEARCH COMMITTEE** [\(Back to top\)](#)

Composition: 12

- 9 Faculty, one chosen from each of the Senate divisions
- 1 Undergraduate Student
- 1 Representative of the Office of Research (non-voting)
- Dean of the Honors College or their designated representative

Selection: Faculty members are nominated by the Rules Committee to be confirmed by the Senate. Student member is appointed by the SGA President.

Charge:

1. Administer and review the Undergraduate Research Forum.

