

**ACADEMIC SENATE STANDING COMMITTEES AND OTHER COMMITTEES
TO WHICH THE SENATE ELECTS
(Updated 6/4/09)**

Academic Freedom Committee (dissolved at Senate Spring 2005)

Artists Course Committee

[Membership: 8 faculty, 2 students, Program Board Representative (*ex officio*), Director of University Events (*ex officio*)]

Charge: (1) to establish an annual program of cultural events for the campus and community. Art, music, theater, and dance should be given primary consideration; (2) to coordinate funds from outside sources to supplement the budget; (3) to allocate the funds available; (4) to determine the price of tickets for individual events and for the season; (5) to work with the Director of University Events in scheduling and advertising of events. Business arrangements will be the responsibility of the Director of University Events. (* Thursday, as needed, 4 p.m.)

Assessment Council (revised 4/9/02)

[Membership: 11 members: Six faculty representatives (1 CBA, 1 CFA, 1 EHS, 1 HP, 1 HSBS, 1 S&T) elected by the senate. Preference given to those with some expertise, experience, or interest in assessment; 1 representative of the ProfEd, appointed by the Executive Vice President of ProfEd; 1 at large representative from any unit engaged in learning assessment, elected by the senate; 1 department chair, elected by the Council of Chairs; the Academic Senate Chair (or a designee appointed by the Chair from the faculty members on the Senate Executive Board); the Assistant Vice President for Curriculum and Assessment or the Director for Curriculum and Assessment, *ex officio* (Provost determines which officer shall serve) (Second and fourth Mondays, 8:30 to 10:00 a.m.)

Charge: 1. to develop learning assessment policies for CMU and recommend those policies to the Academic Senate for approval; 2. to develop a format for departmental and unit assessment plans and a format for reviewing and approving those plans; 3. to review and approve departmental and unit assessment plans and to communicate to the units on the status of those plans; 4. to review and approve changes in departmental and unit assessment plans and to communicate on the status of those changes; 5. to develop a format for the yearly summary reports from departments and units on assessment activities and to review communications to the units from the Office of Curriculum and Assessment based on the yearly summary reports; 6. to review and approve requests for funding by units or individuals for assessment projects and professional development activities relating to assessment; 7. to assist in developing and maintaining the presence of assessment as a defining element of CMU, including recognizing faculty and units making significant contributions to learning outcomes assessment; 8. to help ensure that conversations about student learning and program improvement remain central to departments and units; 9. to provide advice to the office of Curriculum and Assessment, including advice on official CMU publications and reports related to assessment; and 10. to recommend to the Academic Senate a process for the comprehensive evaluation of the university's assessment plan.

Athletic Committee

[Membership: 8 faculty (1 from each college, 2 at large), the Faculty Athletics Representative, Director of Student Life or designee, 3 students (2 student athletes from the Student-Athlete Advisory Committee and 1 student who does not participate in intercollegiate athletics), 1 alumnus, as *ex officio* members: Athletics Director, Senior Associate Athletic Director(s), Senior Woman Administrator, and the Assistant Athletics Director for Academics, non-voting] **Total membership: 18** (* one non-Senate Tuesday each month, 3:30 p.m.)

Charge: 1) Monitor and evaluate the Athletics Department's performance; 2) Review issues associated with the welfare of student-athletes participating in Mid-American Conference and National Collegiate Athletic Association sports to ensure that the University and the Athletics Department maintain the proper balance between participation in athletics and academic achievement; 3) Communicate the concerns of student-athletes participation in intercollegiate athletics to the Academic Senate and the University community, including the Athletics Department, the University administration, academic departments, the faculty as a whole, and other groups as warranted; 4) Prepare an annual report and other reports as needed, advising the President and the Academic Senate of the Athletics Department's performance with respect to its academic and athletic goals and with respect to the welfare of the student-athletes participation in Mid-American Conference and National Collegiate Athletics Association sports.

Committee on Overarching Educational Goals (dissolved at Senate Fall 2002)

Committee on Committees

[Membership: 19 members (16 faculty and 3 students): S&T-3, CFA-2, HSBS-4, EHS-2, BA-2, HP-1, LIB or Counseling--1, at large--1. The Senate Nominating Committee shall nominate two candidates for each faculty vacancy; the student government shall nominate candidates for the three student positions.] (*Fourth Thursday, 4 p.m.)

Conferences and Seminars Committee

[Membership: 6 faculty, 3 students, Director of University Events (*ex officio*)] (*Wednesdays, 3 p.m., approximately four meetings a year)

Charge: To foster speakers, seminars, exhibits, workshops and other activities of academic interest throughout the University. The Committee will allocate and administer the funds provided for this purpose.

Degrees, Admissions, Standards, and Honors Committee (DASH)

[Membership: 12 faculty, 6 students, 1 alumnus, Director of Admissions (*ex officio*), Registrar (*ex officio*)] (*Last Friday, 8:00 a.m., as needed)

Charge: (1) Review and make recommendations on matters concerning undergraduate admissions policies at CMU. (2) Review and make recommendation on academic standards. (3) Review policy and make recommendations on matters concerning student recognition and scholastic honors (e.g., honor convocations). (4) Review and make recommendations on matters submitted through the Academic Senate Executive Board.

Excellence in Teaching Award Committee (Revised 12/04/01)

[Membership: 10 faculty (1 from BA, 1 from CFA, 1 from EHS, 1 from HP, 1 from H&S&BS, 1 from S&T, 4 at large) and 5 students elected by the Academic Senate. Students would be selected to assure diversity in regard to class, field of study, gender, and racial background. Faculty would be selected to assure diversity in regard to rank, gender, and racial background. The Director of the Faculty Center for Academic Excellence or his or her designee, *ex-officio*.] (*Meeting time based on members' schedules.)

Charge: To administer the CMU university-wide teaching excellence award program; to coordinate campus nominations for external university-wide teaching awards; to develop policies and procedures for the administration of those teaching award programs under the committee's jurisdiction and file them in the senate office; to present a review of the committee's actions to the Academic Senate and recommend any necessary changes, including changes in procedures, number of awards, or award amounts.

Faculty Center for Innovative Teaching Advisory Council (created 10/23/01; name change Fall 2004)

[Membership: 8 faculty members: (1 each from BA, CFA, EHS, HSBS, HP, S&T, ProfEd, LIB/CNSLG); 1 Graduate Assistant (serving a one-year term); 1 Undergraduate Student (serving a one-year term); 1 Department chair (chosen by the Council of Chairs); 1 Designee of the Provost's Office; 1 Faculty Member representing those teaching in Group IV.C. of the University Program (serving a three-year term); Director of the Faculty Center for Innovative Teaching, *ex officio* and non-voting] [Meeting time: 1st non-senate Tuesday of each month, 3:30-5 p.m., Faculty Center for Innovative Teaching Conference Room]

Charge: Serves as an advisory body to the senate and to the Faculty Center for Innovative Teaching (FaCIT). The FaCIT is specifically charged to: 1) advise the FaCIT on the development of workshops, presentations and programs designed to improve pedagogy, to improve faculty research and creative activity; and to assist in the implementation of the university's academic outcomes assessment plan. Also, to develop orientation programs for new faculty and orientation and training programs for graduate assistants. They are to advise on the preparation and distribution of materials related to improving teaching, learning and the assessment of learning; raising academic standards, and improving scholarship. Advise on the allocation of the Center's resources. Advise on the coordination of the Center's activities with other campus faculty development efforts. 2) Recommend to the senate policies that will assist the Director of the FaCIT in providing confidential assistance to individual faculty members who wish to improve their teaching effectiveness and who wish to improve their scholarship. Recommend policies regarding access to and use of the resources of the FaCIT by faculty, graduate assistants, and others. Recommend other relevant policies.

Faculty Research and Creative Endeavors Committee

[Membership: 15 faculty: (3 from S&T, 2 from C&FA, 4 from H&S&BS, 2 from EHS, 2 from BA, 1 from HP, 1 from Library/ Counseling); 1 P-A; Assistant Vice President for Research (Graduate Dean) or designee (*ex officio* and voting)] (*1st Wednesday of month, 4-6 p.m.) **Total membership: 17**

Charge: To review individual faculty requests for University support of research and creative projects and to allocate available funds.

Faculty Teaching and Program Development Committee

[Membership: 10 faculty (1 from S&T, 1 from CFA, 1 from HSBS, 1 from BA, 1 from EHS, 1 from HP, 1 from LIB, 3 at large), 1 PA, Vice Provost for Academic Administration or designee (*ex officio* and voting)] (*Tuesdays alternating with Senate, 3:30 p.m.)

Charge: (1) Review requests from faculty for release time and monetary support for course and program development, improvement and experimentation; (2) evaluate the impact of the programs and projects that are supported; (3) organize and sponsor annual workshops and seminars on teaching effectiveness and improvement; (4) review, develop and evaluate measures of teaching effectiveness; (5) allocate funds for faculty renewal requests (short courses, tuition for summer programs, etc.); (6) coordinate with the FRCE in review of funding requests for sabbatical supplemental proposals.

First Year Experience Advisory Council

[Membership: 16 people: 6 faculty (one from each college), 1 from LIB, 3 from Dean of Students Office, 1 from Institutional Diversity, 1 from Residence Life, 2 student representatives, FYE Coordinator, FYE Assistant Coordinator] The council currently meets the last Friday of each month (September, October, November, January, February, March, and April) from 1:30-3:00 pm.

General Education Council

[Membership: 11 people - 8 faculty and 1 student elected by the Academic Senate; the General Education Coordinator and the Director of Multicultural Education Center as *ex officio* members. (*Tuesday alternating with Senate, 3:30 p.m.)

Charge: The General Education Council shall make curricular recommendations to the General Education Subcommittee and report at least annually to the Academic Senate and Provost. It is charged to conduct continuous study, review, and evaluation of CMU's General Education Program. This study, review, and evaluation shall include but is not limited to: (a) assessment of education outcomes for students; (b) oversight and recommendation of changes to the General Education Program; (c) review and assessment of the Program and Subgroups' standards, goals, and competencies; and (d) trends in general education nationally but especially at institutions comparable to CMU.

Shall develop recommendations for: (a) effective student advising within the Program; (b) utilizing interdisciplinary techniques for General Education courses; (c) education of faculty regarding the philosophy and goals of the General Education Program; and (f) promotion of the General Education Program..

General Education Subcommittee of the U.C.C.

[Membership: 17 members: 13 faculty members (2 from Humanities, 2 from Natural Sciences, 2 from Social Sciences, 1 from Integrative and Area Studies, 1 representative from each college); 2 additional members selected by the Undergraduate Curriculum Committee from its members; 1 student nominated by the Student Government Association and elected by the Senate; and the General Education Coordinator, (*ex-officio*, non-voting). (*Alternate Thursdays, 3:30 p.m.)

Charge: The General Education Subcommittee is responsible for recommendations concerning the following: (1) Any modifications of the University Program. (2) Any modifications of the "Other Requirements" in the General Education component of all undergraduate, non-teaching degrees. (3) Any modifications of the Competency Requirements for General Education on all undergraduate degrees, including the methods and procedures through which equivalency may be demonstrated. (4) Additions, deletions, or changes to University Program courses. (5) Other items pertaining to the General Education component of all undergraduate degrees which may be referred to it by the UCC. This committee shall regularly study and maintain a database on the functioning of the University Program and monitor adherence to UP regulations. The subcommittee shall consider and forward unresolved appeals regarding its decisions to the UCC or Graduate Council, as appropriate, upon request of the party initiating the proposal. This committee shall serve as the reviewing body for student curricular appeals concerning University Program and competency requirements when referrals are made to the committee by the Board of Appeals.

Graduate Council

[Membership: 11 faculty: 1 from each college: S&T, CFA, EHS, HSBS, HP, and BA; 5 graduate faculty at large; and 2 graduate students. A representative of ProfEd, *ex officio*, without vote. The Graduate Dean shall serve *ex officio* and voting. **Total membership: 15]** (*Wednesdays, weekly or bi-weekly, 3:30 p.m.)

Charge: The Graduate Council shall serve as the faculty advisory and policy-making body for the College of Graduate Studies. In performing its function, the Council should be concerned with the development and evaluation of all programs and policies pertaining to the operation of the College of Graduate Studies and the quality of graduate education. It also reviews new courses and changes to courses at the graduate level, as specified in the Curricular Authority Document. The Graduate Council shall recommend to the Academic Senate for approval: (1) new programs;

(2) decisions concerning program additions, modifications, consolidations, and deletions; (3) minimum College of Graduate Studies graduation requirements and approved departmental requirements; (4) College of Graduate Studies admission and dismissal policies and approved departmental policies; and, (5) policies and regulations for the College of Graduate Studies. The Graduate Council shall establish guidelines for the advising of graduate students and guidelines for University Graduate Fellowships. They shall consider appeals forwarded by the General Education Subcommittee and send written notification to the appealing party regarding disposition of the appeal. They shall also consider bylaws submitted by interdisciplinary councils.

Honors Council

[Membership: 8 faculty: 1 from each college: HSBS, CFA, BA, EHS, HP, S&T; 1 from Library; 1 at large; 5 honors students—appointed by the Director of the University Honors Program; 1 representative elected by the Council of Deans; the Director of the University Honors Program, *ex officio*, non-voting and the Assistant Vice President of Institutional Diversity, or representative, *ex officio*, non-voting] (*Tuesdays alternating with the Senate, 3:30 p.m.)

Charge: The Honors Council shall: (1) Serve as the advisory and policy-making body of the Honors Program. (2) Develop and evaluate all honors protocols and policies pertaining to the operation of the Honors Program and the quality of honors education. (3) Recommend to the Academic Senate's curricular committees for approval new honors protocol; decisions concerning honors protocol additions, modifications, consolidations and deletions; Honors Program admissions and dismissal policies; minimum requirements for "Graduation with Honors Program Recognition." (4) Be responsible for (in conjunction with the University Honors Program Director) scheduling honors courses; identifying faculty to teach honors courses; developing HON-designated courses; overseeing honors protocols; overseeing the Centralis Scholarship Program. (5) Be involved in selection of the Honors Program Director.

International Education Council

[Membership: 7 faculty: (6 faculty: 1 from each college—BA, CFA, EHS, HP, HSBS, S&T), 1 faculty at large; 1 faculty from FLLC (appointed by the FLLC Department); 1 faculty/staff from ProfEd; 1 designee of Office of Institutional Diversity; Dean of Graduate Studies or designee; Director of English Language Institute; 2 students (1 domestic, 1 international); Associate Director of Office of International Affairs. **Total membership: 15.**] (*3rd Tuesday, 3:30-5 p.m.)

Charge: Serves as an advisory body regarding the functions and responsibilities of the Office of International Education (OIE) on issues related to the internationalization of curriculum, educational programs and activities. 1) In fulfilling its charge, the IEC may make and forward recommendations to appropriate academic committees and the Senate Executive Board for senate consideration involving, but not limited to, the following: a. Initiatives involving international programs and study abroad options. b. Academic policies and procedures relating to international students and scholars. c. Faculty international development opportunities; d. the role of the Office of International Education within the broader academic community. 2) Develop and implement an outcomes assessment plan consistent with the Senate Assessment Council's guidelines and reporting mechanism. 3) Report annually to the Academic Senate Executive Board regarding its activities and actions. 4) Forward its minutes to the Academic Senate Executive Board, the Office of the Provost, and the Vice Provost for Academic Affairs.

Leadership Council (created 3/26/02)

[Membership: 10 members: 6 faculty elected through the Academic Senate; at least three faculty member will be from those instructors who are teaching or have taught an L-designated Leader Advancement Scholarship protocol course, an LDR designated course, or a course in a leadership interdisciplinary program,

with preference given to those teaching such courses during their membership on the committee. 2 students appointed by the Director of the Leadership Institute; the Director of the Leadership Institute (*ex officio*, non-voting); and the Vice provost of Academic Affairs or designee (*ex officio*, non-voting)] (Meetings based on members schedules)

Charge: A. Serve as the advisory and policy-making body for academic programs within the Leadership Institute. This includes being responsible for the development and administration of the by-laws required for interdisciplinary programs.; B. recommend and process through the curricular process 1) proposals for additions, modifications, consolidations, and deletions related to the Leadership Advancement Scholarship Protocol; 2) proposals for creating, modifying or deleting majors, minors, concentrations or other university-wide academic programs pertaining to the study of leadership.; C. establish qualifications, responsibilities and selection procedures for faculty to teach courses in the programs under the Council's jurisdiction; D. establish qualifications and make recommendations for advisors for the academic programs under its jurisdiction; E. develop and implement student academic outcomes assessment plans for programs under its jurisdiction; F. carry out regular reviews of the academic programs under its jurisdiction as established by the university; G. provide, when requested, advice to the Director of the Leadership Institute on initiatives to provide leadership training, education, and development opportunities at the university, local, and state level; H. collaborate with the Director of the Leadership Institute in overseeing the operations of the Leader Advancement Scholarship protocol; I. provide assistance and advice to the Dean of Students on the selection of the Director of the Leadership institute; and J. determine the responsible college for interdisciplinary majors and minors under its jurisdiction.

Library Committee

[Membership: 12 faculty, 5 students, Director of Libraries, *ex officio*] (*first Monday, 5 p.m.)

Charge: (1) Serve as a liaison to facilitate communication between the library staff and other segments of the University, particularly students and faculty. (2) Act as a board of arbitration for the librarian in cases where a conflict of interest arises between parties or groups. (3) Aid the librarian in planning and executing programs for library growth in quality and service.

MSA Council

[Membership: 10 (4 faculty from departments most heavily involved in MSA program—no more than 1 from the same department; 3 faculty—1 from BA, 2 at large); All faculty must be members of the graduate faculty. MSA Director, *ex officio*; Vice President/Executive Director, ProfEd or designee, *ex officio*; 1 MSA student] (*3rd Monday, 3:30-5 p.m.)

Charge: Serve as a faculty advisory and policy-recommending body for the MSA degree. Should be concerned with the development of core courses and evaluation of programs and policies pertaining to the MSA degree both on- and off-campus. Primary responsibility for quality of degree offerings, faculty selection related to core courses, and student requirements. Responsible for the coordination of the on-campus MSA degree programs with Extended Degree Programs. See MSA Council policy for further charge information.

Multicultural and Diversity Education Council (revised 4/27/04)

[Membership: 17 members: 6 faculty at large; 1 ProfEd faculty; 1 Graduate Council member; 2 instructors from Group IV-C of U.P.; 1 instructor from Group IV-B of U.P.; 2 students; 4 *ex officio* members: Assistant Vice President for Diversity and International Education, Director of Multicultural Education Center, Director of International Education, and General Education Coordinator.] (Meets 1st and 3rd Wednesday, 12-1:30 p.m.)

Charge: Confer on ways to enhance multicultural education across the curriculum. Evaluate progress to realize multicultural goals of the University Mission Statement. Review program goals related to multicultural education. Work with curriculum committees to promote multicultural education. Seek out ways to promote multiculturalism in the curriculum. Draft guidelines for multicultural and diversity education, review charges and memberships of Senate committees for sensitivity to issues and broad-based representation, promote and assist in obtaining grants supporting multicultural curricula and programs, assist programs with multicultural education requirements in meeting goals, and institute and oversee a lecture series.

Police Oversight Committee

[Membership: 2 Senators elected from the Senate to serve a two-year term on this Committee.]

President's and Provost's Award Committee

[Membership: 1 Senator from each College elected from the Senate to serve a one-year term on this Committee.]

Prior Learning Assessment Subcommittee (Dissolved by Academic Senate 10-26-99)

Professional Education Council (Dissolved effective 8//02)

Professional Education Assessment Committee (created 2/26/02)

[Membership: 9 voting members: 1 each from HSBS, CFA, BA OR HP, S&T; 2 from EHS, 1 Dean or designee from college other than EHS, 1 student, 1 PK-12; 4 non-voting members: 1 Unit Head (or designee), 1 Center for Student Services (e.g. Director of Professional Education or designee); 1 Director for Curriculum and Assessment (or designee); 1 Dean of College of Extended Learning (or designee). **Total membership: 13**] (*Monthly, 4th Friday, 8:30 – 10 a.m.)

Charge: a) Provides leadership and guidance in the evaluation of professional education undergraduate and graduate programs to ensure compliance with MDE and NCATE standards; b) provides leadership in the development and ongoing monitoring of an assessment system for the professional education program that satisfies NCATE standard 2 and complements ongoing program assessments for professional preparation majors or specific professional preparation degree programs; c) disseminates conclusions and recommendations based on results of evaluations and assessment to the Professional Education Executive Board; d) advises the unit head on reappointment of professional education faculty; e) evaluates criteria for appointment to professional education faculty status and recommends changes, if appropriate, to the PEEB.

Professional Education Curriculum Committee (created 2/26/02)

[Membership: 11 voting members: 2 from HSBS, 1 from CFA, 1 from BA, 1 from HP, 2 from S&T, 2 from EHS, 1 student, 1 PK-12 representative; 3 non-voting members: 1 Unit Head (or designee), 1 Center for Student Services (e.g., Director of Professional Education or designee), 1 Director of the MA in Education Program (or designee). **Total membership: 14**] (*first and third Thursdays, 3:30 – 5 p.m.)

Charge: a) Review all **proposed** undergraduate and graduate PK-12 (preschool-grade 12) educational personnel preparation programs, degrees, majors, minors, concentrations and, after consultation with appropriate academic units, develop recommendations for the Academic Senate and forward those through the Professional Education Executive Board to the Undergraduate Curriculum Committee and the Graduate Council as appropriate. Those curricular bodies will make an independent judgment and forward both recommendations to the Senate; b) Initiate or accept from other individuals or units in the university community proposals related to PK-12 educational personnel preparation degree programs (e.g., B.S. Ed); c) Use the "Criteria for the Evaluation of New Proposals for New Undergraduate Programs Submitted to the Professional Education Curriculum

Committee,” and “Criteria for Evaluation for New Graduate Programs Submitted to the Professional Education Curriculum Committee” to conduct the reviews specified in A above; d) Review all **proposed** undergraduate and graduate PK-12 educational personnel preparation courses [as defined below]¹ that will be included in majors, minors, concentrations, or graduate programs and after consultation with appropriate academic units, develop recommendations and forward those to the Senate through the Professional Education Executive Board and the Undergraduate Curriculum Committee or the Graduate Council as appropriate. The UCC and the Graduate Council will make their own recommendation and forward both the PECC’s and their recommendation to the Senate. e) Respond to referrals from the Professional Education Executive Board. f) Maintain an updated list of Professional Education Courses and respond to department-initiated requests to add or remove courses from the list. g) The three committees, PESAR, PECC and PEAC, will communicate and collaborate with one another in an ongoing, time-sensitive manner.

Professional Education Selection, Admission, and Retention Committee (created 2/26/02)

[Membership: 13 voting members: 2 HSBS, 1 CFA, 1 BA, 1 HP, 2 S&T, 3 EHS (one from TEPD; two from departments other than TEPD); 2 students, 1 PK-12 representative; 2 non-voting members: 1 Unit Head (or designee), 1 Center for Student Services (e.g., Director of Professional Education or designee). **Total membership: 15**] (*1st and 3rd Tuesday, 3:30-5 p.m.)

Charge: Recommend to the senate requirements, criteria, and procedures for selection, admission, and retention of professional education students; b) consider issues of diversity in establishing criteria and work to maintain a culturally diverse student population; c) consider disciplinary variety and educational needs in establishing criteria and procedures; d) establish and review guidelines and procedures for dismissal from the program; e) act upon all appeals and grievances regarding selection, admission and retention issues; f) respond to referrals from the Professional Education Executive Committee.

Public Broadcasting

[Membership: 10 people: 1 from Music/Performing Arts area; 5 elected at large. Need not be faculty. Dean or designee, CFA; Vice President/Executive Director or designee ProfEd; 1 member with technical expertise in either radio or television broadcasting, ex officio, non-voting; General Manager of Public Broadcasting, ex officio and non-voting] (*second Monday, 9-11:00a.m.)

Charge: Committee members serve as advocates for Public Broadcasting within the academic divisions, seeking out opportunities for the further integration of Public Broadcasting with academic and local communities. The Committee will meet monthly to: seek out and develop ways of utilizing public broadcasting to enhance the image of, and disseminate information regarding, the University’s academic programs; develop ways of enhancing Public Broadcasting’s educational programming; annually review feedback by WCMU viewers and listeners to monitor community needs and satisfaction levels; support and annually review Public Broadcasting’s commitment to diversity programming; annually review the financial status of WCMU Public Broadcasting; annually review the committee’s charge and revise as needed; make recommendations to the Academic Senate on policy and funding for educational programming; foster and articulate connections between public broadcasting and the university’s academic mission and core values.

¹ Professional education courses are taken exclusively to prepare PK-12 practitioners and have prefixes of EDU, MLE, SPE CED, EAD, or are internship/practicum or mid-tier/ methods/field experience courses in any major or minor. They include mid-tier courses in any major; methods course in any major or as part of the professional sequence courses; student teaching supervision (including subject-matter); elementary education; middle school education; special education; educational leadership/administration; educational technology; school counseling; school psychology; secondary education.

Research Professorship Committee

[Membership: 10 faculty: 1 from each college—BA, C&FA, EHS, H&S&BS, HP, S&T; 4 at large, 1 P-A; Assistant Vice President for Research (Graduate Dean) or designee (*ex officio* and voting)] (*based on members' schedules)

Charge: (1) Support university faculty scholarly and creative activity by promoting participation in the Research Professor award program. (2) Develop guidelines for this program which provide necessary and useful information to applicants; to develop procedures and criteria for evaluating proposals which are appropriate, objective, and consistent; to communicate these criteria and procedures to applicants. (3) Review proposals for the Research Professorship awards and recommend awards for faculty whose proposals represent high standards of scholarship. (4) Monitor completion of projects and to promote appropriate dissemination of information about funded projects throughout the university community. (5) Communicate regularly to the Provost and to the Academic Senate relevant information about the programs and recommendations for their support, continuance, and modification as needed.

Speakers Series Committee

[Membership: 6 faculty, 2 students; Director of University Events, *ex officio*; Program Board Representative, *ex officio*] (*Wednesday, 4 p.m.)

Charge: (1) Provide an annual speaker series for the campus and community. (2) Coordinate funds from outside sources to supplement the budget. (3) Allocate the available funds and determine the prices of tickets, if applicable, for individual events and for the series. (4) Work with the Director of University Events in scheduling and advertising the events. Business arrangements will be the responsibility of the Director of University Events.

Undergraduate Curriculum Committee

[Membership: 15 faculty: 3 from S&T, 2 from CFA, 4 from HSBS, 2 from EHS, 2 from BA, 1 from HP, 1 from Counseling/Library; 4 students; 1 rep. of the Registrar's office (*ex officio*); 1 rep. of the Provost's Office (*ex officio*, voting) and the Director of Undergraduate Extended Degree Programs (ProfEd) (*ex-officio*, non-voting). The student members should be representative of the diversity of academic areas. A prerequisite for faculty election to membership on the UCC is a minimum of one year on a department and/or college curriculum committee: **Total membership is 22.**] (*Wednesdays, 3:30 p.m.)

Charge: The Undergraduate Curriculum Committee operates as the highest committee on undergraduate curricular matters, its actions being subject to approval by the Academic Senate and the Board of Trustees. The specific curricular matters which are the jurisdiction of the Undergraduate Curriculum Committee are detailed in the document entitled, "Curricular Authority Document." The UCC's General Education Subcommittee reviews and makes recommendations related to the General Education component of all undergraduate degrees, including University Program and Competency requirements. The Undergraduate Extended Degree Programs Council is responsible for oversight of the granting of on-campus prior learning credit.

The Committee normally meets at 3:30 p.m. on Wednesdays throughout the academic year. It may initiate curricular matters as well as act upon items submitted from referring agencies such as colleges, deans' advisory councils or college curriculum committees, interdisciplinary units, Academic Senate, Student Government Association, the Academic Planning Council, and individual faculty members.

Undergraduate Extended Degree Programs Council

[Membership: 1 faculty Senator; 1 UCC member; 6 faculty: 1 BA, 1 CFA, 1 HSBS, 1 HP, 1 S&T, 1 EHS; 2 Provost designees (*ex officio*, non-voting): 1 for curriculum and instruction; 1 with community college liaison experience; Vice President/Executive Director of ProfEd, *ex officio*, non-voting; Director of Undergraduate Extended Degree Programs, *ex officio*, non-voting; Director of Center for Research on Adult Learners, *ex officio*, non-voting; and 1 member of the Prior Learning Assessment Team selected by the PLAT. **Total membership: 14**] [* 2nd Friday, 8 a.m.]

Charge: Shall: (1) serve as the faculty advisory and policy recommending body overseeing all external undergraduate extended degree programs wherever they originate and are housed on campus; (2) approve and recommend to the Undergraduate Curriculum Committee new curricular proposals and revisions to existing programs that are either (a) initiated by the UEPD Council itself, or (b) are initiated by Off Campus Programs and are not housed in any on-campus department or initiated by Off Campus Programs and are interdisciplinary; (3) (a) receive and review all Off Campus Programs quality control reports relative to external undergraduate degree programs, including CMU program review documents and (b) in consultation with the Director of Enrollment, Research, and Assessment (ERA) oversee the academic quality of all external undergraduate programs through a systematic, scheduled review; (4) In consultation with the Director of Enrollment, Research, and Assessment and according to the requirements of the Senate's Assessment Council, ensure that all program directors or units housing programs develop and implement a student outcomes assessments plan; (5) ensure that all Board Of Visitors' recommendations regarding undergraduate matters are implemented; (6) publish council's minutes and report annually to the senate on program quality control and student outcomes assessment oversight; (7) handle all grade grievances referred by the Vice President/Executive Director of ProfEd; (8) promote greater understanding of ProfEd and its programmatic distinctiveness within the Senate and the on-campus community; (9) ensure that undergraduate extended degree programs strictly adheres to the standards and guidelines for the use of new technology for distance learning.

In fulfilling these functions, the Council shall be responsible for making academic decisions and setting related policies in consultation with appropriate departments. Included are such roles as liaison activities with the University faculty, advisory responsibilities, and the formation of subcommittees and study groups. Actions related to Academic Senate policy should be forwarded to the appropriate Senate committee(s) of the Academic Senate.

University Grievance Review Committee

[Membership: 9 faculty elected at large from a double slate of nominees presented to the Academic Senate] (*Meets only if grievance is filed.)

Charge: The University Grievance Review Committee shall meet with claimant and respondent for the purpose of determining whether or not the complaint warrants referral to a Formal Hearing Committee. The Review Committee is specifically charged to determine whether the need for a formal hearing exists (i.e., that the complaint is meritorious rather than frivolous) and not to make a judgment as to which party should prevail.

*i indicates when the committee meets

