



Faculty Senate

East Carolina University
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May 25, 2011

Chancellor Steve Ballard
East Carolina University
Spilman Building

Dear Dr. Ballard,

This Spring, the Faculty Senate approved revisions to half of the standing University Academic Committee charges and reinstated the Writing Across the Curriculum Committee at the request of the Provost. The periodic review of committee responsibilities reflected in charges is one of the Faculty Senate's ways of maintaining faculty involvement in academic matters. Over the past 20 years, when revisions to Committee charges were approved by the Faculty Senate, no further action was required of the Chancellor. However, as stated in the current *UNC Code*, Section 502:

502 D. Relation of the Chancellor to the Constituent Institution.

(1) Subject to policies established by the Board of Governors, the board of trustees, or the president, **the chancellor**; shall be the leader of and the official spokesperson for the institution; shall promote the educational excellence and general development and welfare of the institution; **shall define the scope of authority of faculties, councils, committees, and officers of the institution; and all projects, programs, and institutional reports to be undertaken on behalf of the institution shall be subject to the chancellor's authorization and approval.**

On March 29, 2011, April 19, 2011, and April 26, 2011, the Faculty Senate adopted the following resolutions relating to revised committee charges. For your convenience, the resolutions are attached and provided electronically.

11-50 Revised Standing University Academic Committee Charges.

Revisions to these charges related to adding the Vice Chancellor for Research and Graduate Studies, increasing the number of faculty members on committees, and/or updating committee responsibilities.

Faculty Governance Committee
Faculty Welfare Committee
Teaching Grants Committee
Unit Code Screening Committee
University Budget Committee

MEMORANDUM

May 25, 2011

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11-62 Revised Standing University Academic Committee Charges.

Revisions to these charges related to adding the Vice Chancellor for Research and Graduate Studies, increasing the number of faculty members on committees, and/or updating committee responsibilities.

Academic Awards Committee

Foundations Curriculum and Instructional Effectiveness Committee

Educational Policies and Planning Committee

11-64 Reinstated Standing University Academic Writing Across the Curriculum Committee.

11-65 Revised Standing University Academic Committee Charges.

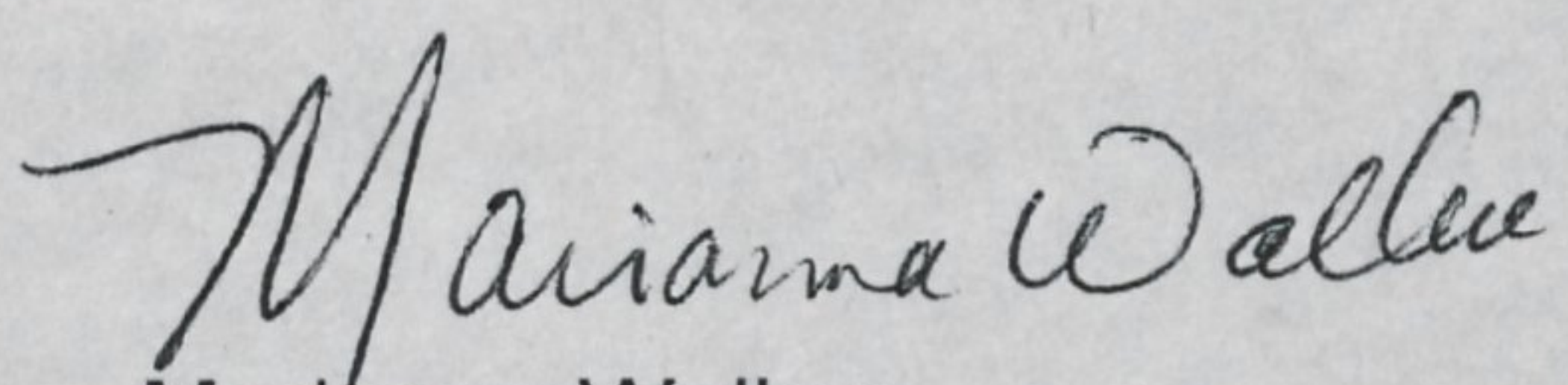
Revisions to these charges related to combining the Continuing and Career Education Committee and Faculty Information Technology Review Committee into a renamed Committee and updating committee responsibilities.

Distance Education and Learning Technology Committee

University Curriculum Committee

Thank you for your consideration of the above mentioned resolutions.

Sincerely,



Marianna Walker
Chair of the Faculty

attachments

copy via email

Faculty Officers

Members of the Committee on Committees

Marilyn Sheerer, Provost, Vice Chancellor for Academic & Student Affairs

Phyllis Horns, Vice Chancellor for Health Sciences

Deirdre Mageean, Vice Chancellor for Research and Graduate Studies

Faculty Senate Resolution #11-50

Approved by the Faculty Senate: March 29, 2011

FACULTY GOVERNANCE COMMITTEE CHARGE

(Additions are noted in **bold** print and deletions noted in ~~strikethrough~~.)

1. Name: Faculty Governance Committee

2. Membership:

~~7~~ **8** elected **tenured** faculty members.

Ex-officio members (with vote): The Chancellor or an appointed representative, the Provost or an appointed representative, the Vice Chancellor for Health Sciences or an appointed representative, **the Vice Chancellor for Research and Graduate Studies or an appointed representative**, the Chair of the Faculty, and one faculty senator selected by the Chair of the Faculty.

The chair of the committee may invite resource persons as necessary to realize the committee charge. The chair of the committee may appoint such subcommittees as he or she deems necessary.

3. Quorum: 4 elected members exclusive of ex-officio.

4. Committee Responsibilities:

A. The committee considers matters relating to Appendix A. Faculty Constitution and By-Laws, where there is no conflict with the functions of the Committee on Committees.

B. The committee considers matters relating to Appendix C. Personnel Policies and Procedures for the Faculty of ECU, Appendix L. ECU Code, and other governance documents not specified in other committee charges.

C. The committee considers policies and procedures related to initial faculty appointment, tenure, promotion in rank, merit, (see Appendix D. Tenure Policies and Regulations of ECU), and other such matters as may pertain to the general well-being of the faculty, e.g. sexual harassment policy.

D. The committee advises the Chair of the Faculty regarding the contents of the Faculty Manual.

E. The committee considers matters relating to unit re-evaluations.

F. The committee shall review personnel policies and procedures (Appendices C and D). This process shall occur every five years. ~~, beginning September 2003.~~

~~G. The Committee reviews at least annually those sections within the *University Undergraduate Catalog* that corresponds to the Committee's charge and recommends changes as necessary.~~

5. To Whom The Committee Reports:

The committee recommends to the Faculty Senate revisions to Appendix A, Faculty Constitution and By-Laws, Appendix C. Personnel Policies and Procedures for the Faculty of ECU, Appendix D. Tenure Policies and Regulations of ECU, and Appendix L. ECU Code. The committee makes recommendations concerning unit re-evaluations to the Faculty Senate. The committee makes its recommendations on policies concerning initial faculty appointment, tenure, promotion, and merit to the Faculty Senate.

6. How Often The Committee Reports:
The committee reports to the Faculty Senate at least once a year and at other times as necessary.
 7. Power Of The Committee To Act Without Faculty Senate Approval:
The committee is empowered to advise the Chair of the Faculty regarding the contents of the *Faculty Manual*.
 8. Standard Meeting Time:
The committee meeting time is scheduled for the 2nd Wednesday of each month.
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Faculty Senate Resolution #11-50
Approved by the Faculty Senate: March 29, 2011

FACULTY WELFARE COMMITTEE CHARGE

(Additions are noted in **bold** print and deletions noted in ~~strikethrough~~.)

1. Name: Faculty Welfare Committee
2. Membership:
7 **8** elected faculty members.
Ex-officio members (with vote): The Chancellor or an appointed representative, the Provost or an appointed representative, the Vice Chancellor for Health Sciences or an appointed representative, **the Vice Chancellor for Research and Graduate Studies or an appointed representative**, the Chair of the Faculty, one faculty senator selected by the Chair of the Faculty, and one student member from the Student Government Association.
The chair of the committee may invite resource persons as necessary to realize the committee charge. The chair of the committee may appoint such subcommittees as he or she deems necessary.
3. Quorum: 4 elected members exclusive of ex-officio.
4. Committee Responsibilities:
 - A. The committee considers programs and policies relating to insurance, annuities, leaves of absence, and all other programs and policies which affect the general welfare of the faculty or of specific faculty members.
 - B. The committee reviews policies related to faculty salaries and fringe benefits and reports annually to the Faculty Senate on these topics.
 - C. The committee recommends new programs and policies related to faculty welfare and revisions to existing ones.
 - D. ~~The Committee reviews at least annually those sections within the *University Undergraduate Catalog* that corresponds to the Committee's charge and recommends changes as necessary.~~
5. To Whom The Committee Reports:
The committee recommends new programs and policies related to faculty welfare, or revisions to existing ones, to the Faculty Senate.

6. How Often The Committee Reports:
The committee reports to the Faculty Senate at least once a year and at other times as necessary.
 7. Power Of The Committee To Act Without Faculty Senate Approval:
None
 8. Standard Meeting Time:
The committee meeting time is scheduled for the second Thursday of each month.
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Faculty Senate Resolution #11-50
Approved by the Faculty Senate: March 29, 2011

TEACHING GRANTS COMMITTEE CHARGE

(Additions are noted in **bold** print and deletions noted in ~~strikethrough~~.)

1. Name: Teaching Grants Committee

2. Membership:

12 elected faculty members.

Ex-officio members (with vote): The Chancellor or an appointed representative, the Provost or an appointed representative, the Vice Chancellor for Health Sciences or an appointed representative, **the Vice Chancellor for Research and Graduate Studies or an appointed representative**, the Chair of the Faculty and one faculty senator selected by the Chair of the Faculty.

The membership of the committee shall serve according to their disciplinary expertise. Ideally this would include six members from the College of Arts and Sciences, with at least two each from Humanities, Social Sciences, and the Sciences/Math, and six members from the Professional Schools and other academic units, with no more than one from each professional school.

The chair of the committee may invite resource persons as necessary to realize the committee charge. The chair of the committee may appoint such subcommittees as he or she deems necessary.

3. Quorum: 7 elected members exclusive of ex-officio.

4. Committee Responsibilities:

A. The committee recommends policies and procedures governing the grant application process, criteria for the awarding of grants, guidelines for the use of teaching grant funds, and procedures for annual reporting by grant recipients.

B. The committee recommends teaching grant proposals to be funded, based on the merit of the proposals. Members of the committee are permitted to submit proposals for the committee's consideration. No member of the committee may vote on his or her own proposal, but no member is prohibited from voting on any other proposal before the committee. That member of the committee shall not be present when his or her proposal is being considered by the committee.

~~C. The Committee reviews at least annually those sections within the *University Undergraduate Catalog* that corresponds to the Committee's charge and recommends changes as necessary.~~

5. To Whom The Committee Reports:

The committee submits recommendations of proposals to be funded to the appropriate vice chancellor and reports the final list of funded proposals to the Faculty Senate. The committee makes recommendations concerning the policies and procedures governing teaching grant proposals to the Faculty Senate.

6. How Often The Committee Reports:

The committee reports to the Faculty Senate at least once a year and at other times as necessary.

7. Power Of The Committee To Act Without Faculty Senate Approval:

The committee is empowered to make recommendations regarding the funding of research proposals.

8. Standard Meeting Time:

The committee does not have a standard meeting time.

Faculty Senate Resolution #11-50

Approved by the Faculty Senate: March 29, 2011

UNIT CODE SCREENING COMMITTEE CHARGE

(Additions are noted in **bold** print and deletions noted in ~~strikethrough~~.)

1. Name: Unit Code Screening Committee

2. Membership:

~~7~~ **8** elected faculty members.

Ex-officio members (with vote): The Chancellor or an appointed representative, the Provost or an appointed representative, the Vice Chancellor for Health Sciences or an appointed representative, **the Vice Chancellor for Research and Graduate Studies or an appointment representative**, the Chair of the Faculty, one faculty Senator selected by the Chair of the Faculty, and one student member from the Student Government Association.

The chair of the committee may invite resource persons as necessary to realize the committee charge. The chair of the committee may appoint such subcommittees as he or she deems necessary.

3. Quorum: 4 elected members exclusive of ex-officio.

4. Committee Responsibilities:

A. The committee reviews academic unit codes and changes to existing academic unit codes to insure compliance with the *ECU Faculty Manual* and policies, "General Guidelines for Writing and Revising Unit Codes" (adopted by the Faculty Senate), the Code of the University of North Carolina, and other appropriate documents.

B. The committee revises the "General Guidelines for Writing and Revising Unit Codes" when

necessary.

~~C. The Committee reviews at least annually those sections within the *University Undergraduate Catalog* that corresponds to the Committee's charge and recommends changes as necessary.~~

5. To Whom The Committee Reports:
The committee makes its recommendations to the Faculty Senate.
6. How Often The Committee Reports:
The committee reports to the Faculty Senate at least once a year and at other times as necessary.
7. Power Of The Committee To Act Without Faculty Senate Approval:
None
8. Standard Meeting Time:
The committee does not have a standard meeting time.

Faculty Senate Resolution #11-50

Approved by the Faculty Senate: March 29, 2011

UNIVERSITY BUDGET COMMITTEE CHARGE

(Additions are noted in **bold** print and deletions noted in ~~strikethrough~~.)

1. Name: University Budget Committee
2. Membership:
~~7~~ **8** elected faculty members.
Ex-officio members (with vote): The Chancellor or an appointed representative, the Provost or an appointed representative, the Vice Chancellor for Health Sciences or an appointed representative, the Vice Chancellor for Research **and Graduate Studies** or an appointed representative, the Vice Chancellor for Administration and Finance or an appointed representative, the Chair of the Faculty, one faculty senator selected by the Chair of the Faculty, and one student member from the Student Government Association.

The chair of the committee may invite resource persons as necessary to realize the committee charge. The chair of the committee may appoint such subcommittees as he or she deems necessary.
3. Quorum: 4 elected members exclusive of ex-officio.
4. Committee Responsibilities:
 - A. The committee serves as a communication link between the Faculty Senate and the Chancellor for budgetary matters. The committee informs the Faculty Senate about changes and proposed changes in the university budget.
 - B. The committee receives information and advises the Chancellor regarding budgetary and reallocation decisions including the lapsed salary budget, the carryover budget, and the biennium budget requests.
 - C. The committee advises the Chancellor **through the Faculty Senate** on annual budget

priorities and policy, biennial budget requests and priorities, tuition changes, and the relationship of budget decisions to the university's mission.

~~D. The Committee reviews at least annually those sections within the *University Undergraduate Catalog* that corresponds to the Committee's charge and recommends changes as necessary.~~

5. To Whom The Committee Reports:
The committee advises the Chancellor **through their** ~~The committee reports to the Faculty Senate concerning its recommendations to the Chancellor.~~
6. How Often The Committee Reports:
The committee reports to the Faculty Senate at least once a year and at other times as necessary.
7. Power Of The Committee To Act Without Faculty Senate Approval:
The committee is empowered to advise the Chancellor as described in section 4.A.1 above.
8. Standard Meeting Time:
The committee meeting time is scheduled for the third Thursday of each month.

Faculty Senate Resolution #11-62

Approved by the Faculty Senate: April 19, 2011

ACADEMIC AWARDS COMMITTEE CHARGE

(Additions are noted in **bold** print and deletions noted in ~~strikethrough~~.)

1. Name: Academic Awards Committee
2. Membership:
7 elected faculty members.
Ex-officio members (with vote): The Chancellor or an appointed representative, the Provost or an appointed representative, the Vice Chancellor for Research and Graduate Studies or an appointed representative, the Chair of the Faculty, one faculty senator selected by the Chair of the Faculty, and one student member from the Student Government Association.

The chair of the committee may invite resource persons as necessary to realize the committee charge. The chair of the committee may appoint such subcommittees as he or she deems necessary.

3. Quorum: 4 elected members exclusive of ex-officio.
4. Committee Responsibilities:
 - A. The committee recommends, when required, policies and procedures governing the granting of awards for meritorious teaching and advising, research, and service.
 - B. The committee recommends candidates for receipt of awards in the various categories including, but not limited to, the ~~Alumni Distinguished Professor for Alumni~~ **Association Outstanding Teaching Awards, Lifetime and Five-Year University Research/Creative Activity Awards, Board of Governors Award for Excellence in Teaching Awards, Board of Governors Award for Excellence in Teaching, Max**

Ray Joyner Award for Faculty Service Through Continuing Education, and University Scholarship of Engagement Awards.

~~C. The Committee reviews at least annually those sections within the *University Undergraduate Catalog* that corresponds to the Committee's charge and recommends changes as necessary.~~

5. To Whom The Committee Reports:
The committee recommends to the Faculty Senate policies and procedures governing awards in the various categories. The committee recommends candidates for awards to the appropriate issuing body.
6. How Often The Committee Reports:
The committee reports to the Faculty Senate at least once a year and at other times as necessary.
7. Power Of The Committee To Act Without Faculty Senate Approval:
The committee is empowered to recommend candidates for awards. **The committee should consider the diversity of nominees and should seek and recommend qualified women and minority faculty.**
8. Standard Meeting Time:
The committee meeting time is scheduled for the first Thursday of each month.

Faculty Senate Resolution #11-62

Approved by the Faculty Senate: April 19, 2011

FOUNDATIONS CURRICULUM AND INSTRUCTIONAL EFFECTIVENESS COMMITTEE CHARGE

(Additions are noted in **bold** print and deletions noted in ~~strikethrough~~.)

1. Name: **Foundations Curriculum and Instructional Effectiveness**
~~Academic Standards~~
2. Membership:
7 **8** elected faculty members.
Ex-officio members (with vote): The Chancellor or an appointed representative, the Provost or an appointed representative, **the Vice Chancellor for Research and Graduate Studies or an appointed representative**, the Chair of the Faculty, one faculty senator selected by the Chair of the Faculty, and one student member from the Student Government Association.

The chair of the committee may invite resource persons as necessary to realize the committee charge. The chair of the committee may appoint such subcommittees as he or she deems necessary.
3. Quorum: 4 elected members exclusive of ex-officio.
4. Committee Responsibilities:
 - A. The committee recommends policies to improve and advance faculty teaching and student learning.
 - B. The committee promotes teaching excellence and recommends means to identify faculty teaching success, **including development of peer review instruments for teaching face-to-face and distance education courses**. The committee assists units requesting aid in developing teaching evaluation instruments for personnel decisions. The committee recommends policies and programs to improve the physical environment in which teaching

occurs. The committee provides a forum for faculty opinion concerning the design of new academic buildings and renovation of existing academic buildings.

- C. The committee makes recommendations regarding proposed changes, including individual courses, in the ~~general education~~ **Foundations Curriculum**. The committee makes recommendations to the ~~University Curriculum Committee~~ **Faculty Senate** regarding proposed changes in the ~~general education~~ **Foundations Curriculum** requirements.
- D. The committee reviews the annual report of the Director of the Writing Across the Curriculum Program and the Director of the Honors Program.
- E. The chair or appointed representative serves as an ex-officio member of the University Athletics Committee **and Honors College Advisory Committee**.
- F. The Committee reviews at least annually those sections within the *University Undergraduate Catalog* that corresponds to the Committee's charge and recommends changes as necessary.

5. To Whom The Committee Reports:

The committee reports to the Faculty Senate its recommendations of policies, procedures, and criteria cited above. The committee recommends curricular changes in the Writing Across the Curriculum Program, Honors Program, and ~~General Education~~ **Foundations Curriculum** to the ~~University Curriculum Committee~~ **Faculty Senate**.

6. How Often The Committee Reports:

The committee reports to the Faculty Senate at least once a year and at other times as necessary.

7. Power Of The Committee To Act Without Faculty Senate Approval:

None

8. Standard Meeting Time:

The committee meeting time is scheduled for the third Monday of each month.

Faculty Senate Resolution #11-62

Approved by the Faculty Senate: April 19, 2011

EDUCATIONAL POLICIES AND PLANNING COMMITTEE CHARGE

(Additions are noted in **bold** print and deletions noted in ~~strikethrough~~.)

1. Name: Educational Policies and Planning Committee

2. Membership:

~~7~~ **8** elected faculty members.

Ex-officio members (with vote): The Chancellor or an appointed representative, the Provost or an appointed representative, the Vice Chancellor for Health Sciences or an appointed representative, **the Vice Chancellor for Research and Graduate Studies or an appointed representative**, the Chair of the Faculty, one faculty senator selected by the Chair of the Faculty, and one student member from the Student Government Association.

The chair of the committee may invite resource persons as necessary to realize the committee charge. The chair of the committee may appoint such subcommittees as he or she deems necessary.

3. Quorum: 4 elected members exclusive of ex-officio.

Committee Responsibilities:

- A. The committee considers the adequacy, balance, and excellence of all of the University's undergraduate and graduate programs relative to accepted academic standards. This consideration shall cover the undergraduate and graduate programs as problems or concerns arise.
- B. The committee advises the Chancellor on the educational policies and organizations, goals, standards, and procedures of the University following such consideration, as outlined in Section 4.A., or as requested otherwise by the Chancellor or the Faculty Senate.
- C. The committee reviews information concerning proposals for all new curricula, programs, and academic policies, or for revisions in all existing policies, prior to the implementation of such proposals in the long-range planning of academic programs in the College of Arts and Sciences, the various professional schools, the Graduate School, and the Division of Continuing Studies. The Committee uses the University Academic Standards and Resources as the basis for its reviews.
- D. The committee acts upon requests for permission to plan and establish all new degree programs and requests for permission to establish new minors. The committee shall use the University Academic Standards and Resources as the basis for its review.
- E. The committee advises the Chancellor of action to be taken if the University experiences financial exigency, or in the event that a major curtailment of an existing teaching, research, or public service program is considered (*ECU Faculty Manual*, Appendix D. Tenure and Promotion Policies and Procedures).
- F. The Committee reviews at least annually those sections within the *University Undergraduate Catalog* that corresponds to the Committee's charge and recommends changes as necessary.

5. To Whom The Committee Reports:

The committee advises the Chancellor **through their report to the Faculty Senate** as described in 4.B. above. The committee reports to the Faculty Senate concerning its ~~recommendations to the Chancellor and/or~~ requests it has received from the Chancellor. The committee reports to the Faculty Senate the action it has taken on requests for permission to plan and establish new degree programs and requests for permission to establish new minors. ~~This report may be made by electronic means through the Faculty Senate office.~~

6. How Often The Committee Reports:

The committee reports to the Faculty Senate at least once a year and at other times as necessary.

7. Power Of The Committee To Act Without Faculty Senate Approval:

The committee is empowered to advise the Chancellor as described in 4.B above.

Standard Meeting Time:

The committee meeting time is scheduled for the second Friday of each month.

Faculty Senate Resolution #11-64

Approved by the Faculty Senate: April 26, 2011

WRITING ACROSS THE CURRICULUM COMMITTEE CHARGE

1. Name: Writing Across the Curriculum Committee

2. Membership:

8 elected faculty members with a variety of disciplinary areas and colleges/schools.

Ex-officio members (with vote): The Chancellor or an appointed representative, the Provost or an appointed representative, the Vice Chancellor for Health Sciences or an appointed representative, the Chair of the Faculty, one Faculty Senator selected by the Chair of the Faculty, the Director of the University Writing Program, and one student member from the Student Government Association.

Ex-officio (without vote): The Director of Composition or an appointed representative.

The chair of the committee may invite resource persons as necessary to realize the committee charge. The chair of the committee may appoint such subcommittees as he or she deems necessary.

3. Quorum: 4 elected members exclusive of ex-officio.

4. Committee Responsibilities:

A. The committee promotes the University Writing Program and recommends policies and guidelines governing the development and offering of courses and seminars that are officially to be designated as writing-intensive courses.

B. The committee reviews and approves proposals for writing-intensive courses, makes recommendations to the Faculty Senate regarding proposals carrying the writing intensive designation, and reports those recommendations to the University Curriculum Committee.

C. The committee periodically reviews existing writing-intensive course offerings and recommends, as appropriate, changes to course writing-intensive status in order to ensure that standards for writing-intensive credit are being met.

D. The committee reviews the activities of the University Writing Program, advises the administrative leadership in that program, and serves as a liaison between the University Writing Program and the Faculty Senate.

E. The chair or appointed representative serves as an ex-officio member of the Honors College Advisory Committee.

5. To Whom The Committee Reports:

The committee reports to the Faculty Senate recommendations of policies, procedures, and criteria governing the development and offering of WI courses. The committee recommends curricular changes to the University's writing-intensive requirement to the Faculty Senate.

6. How Often The Committee Reports:

The committee reports to the Faculty Senate at least once a year and at other times as necessary.

7. Power Of The Committee To Act Without Faculty Senate Approval:
The committee is empowered to advise the office of the University Writing Program as described in 4.D. above.
 8. Standard Meeting Time:
The committee meeting time is scheduled for the second Monday of each month.
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Faculty Senate Resolution #11-65

Approved by the Faculty Senate: April 26, 2011

DISTANCE EDUCATION AND LEARNING TECHNOLOGY COMMITTEE CHARGE

(Additions are noted in **bold** print and deletions noted in ~~strikethrough~~.)

(This action dissolves the Continuing and Career Education Committee and the Faculty Information Technology Review Committee into one academic committee.)

1. Name: Distance Education and Learning Technology Committee
2. Membership:
8 elected faculty members.

Ex-officio members (with vote): The Chancellor or an appointed representative, the Provost or an appointed representative, the Vice Chancellor for Health Sciences or an appointed representative, the Vice Chancellor for Research and Graduate Studies or an appointed representative, the Chair of the Faculty, one Faculty Senator selected by the Chair of the Faculty, the Chief Information Officer or an appointed representative, and one student member from the Student Government Association.

The chair of the committee may invite resource persons as necessary to realize the committee charge. The chair of the committee may appoint such subcommittees as he or she deems necessary.

3. Quorum: 4 elected members exclusive of ex-officio.
4. Committee Responsibilities:
 - A. The committee reviews program quality and policies and future directions relating to distance education.
 - B. The committee examines and recommends policies relating to distance education.
 - C. The committee ensures timely, informed faculty opinion on any technology action in any area that may affect significantly the University's academic mission. The committee recommends policy related to the academic use of technology. [All information technology actions that affect more than one academic unit or that are initiated above the academic College or School department levels are recognized as actions that may affect significantly the University's academic mission.
 - D. The committee initiates, reviews, and makes recommendations on proposals to plan, implement, revise or eliminate technology initiatives, goals, standards, policies, procedures or actions that significantly impact the University's

academic mission.

- E. The committee prepares and makes available a format for proposals requesting permission to plan, implement, revise or eliminate an information technology initiative, goal, standards, policy, procedure or action.
- F. The Committee reviews at least annually those sections within the *University Undergraduate Catalog* that corresponds to the Committee's charge and recommends changes as necessary.
- G. The chair and vice chair or appointed representatives serve as ex-officio members of the Information Resources Coordinating Council (IRCC) and the chair serves as a member of the Technology Steering Committee.
- H. The chair serves as a liaison between the Faculty Senate and Chief Information Officer.

5. To Whom The Committee Reports:
The committee reports to the Faculty Senate its recommendations of policies, procedures, and criteria cited in 4. above.

6. How Often The Committee Reports:
The committee reports to the Faculty Senate at least once a year and at other times as necessary.

7. Power Of The Committee To Act Without Faculty Senate Approval:
The committee is empowered to advise the appropriate administrative personnel as described in 4. above

8. Standard Meeting Time:
The committee meeting time is scheduled for the fourth Wednesday of each month.

Faculty Senate Resolution #11-64
Approved by the Faculty Senate: April 26, 2011

UNIVERSITY CURRICULUM COMMITTEE CHARGE

(Additions are noted in **bold** print and deletions noted in ~~strikethrough~~.)

1. Name: University Curriculum Committee

2. Membership:
7 elected faculty members.

Ex-officio members (with vote): The Chancellor or an appointed representative, the Provost or an appointed representative, the Chair of the Faculty, one faculty senator selected by the Chair of the Faculty, and one student member from the Student Government Association.

The chair of the committee may invite resource persons as necessary to realize the committee charge. The chair of the committee may appoint such subcommittees as he or she deems necessary.

3. Quorum: 4 elected members exclusive of ex-officio.

4. Committee Responsibilities:

- A. The committee considers undergraduate courses (through 4000-level) and programs and has the responsibility of assuring the quality of course offerings **regardless of mode of course delivery.**
- B. The committee recommends policies and procedures governing the acceptability of programs and courses.
- C. The committee reviews requests for permission to establish new degree programs and requests to establish new minors.
- D. The committee reviews and acts on proposals for new courses and programs and modifications of existing programs, the banking and deletion of courses (and programs), and standards and requirements for admission to, and retention in, degree programs.
- E. The committee considers other items that affect the curriculum of undergraduate programs.
- F. The committee acts on recommendations from the Council of Teacher Education regarding proposed changes in teacher education requirements.
- G. The Committee reviews at least annually those sections within the *University Undergraduate Catalog* that corresponds to the Committee's charge and recommends changes as necessary.

5. To Whom The Committee Reports:

The committee makes its recommendations to the Faculty Senate. The committee reports on its review of requests to establish new degree programs and requests to establish new minors to the Educational Policies and Planning Committee.

6. How Often The Committee Reports:

The committee reports to the Faculty Senate at least once a year and at other times as necessary.

7. Power Of The Committee To Act Without Faculty Senate Approval:

The committee is empowered to report on its review of requests to establish new degree programs and requests to establish new minors to the Educational Policies and Planning Committee.

8. Standard Meeting Time:

The committee meeting time is scheduled for the second and fourth Thursday of each month.