

## **Academic Affairs**

*The Academic Affairs Committee shall be the academic policy committee of the Senate and shall formulate and review all matters related to academic and educational policies and procedures. The Committee shall also serve as liaison with appropriate administrators and administrative bodies of the university.*

*The Academic Affairs Committee shall consist of eight collegial representatives, each to be elected by his or her college, one member of the educational development faculty elected by that group, three members at large elected by the Academic Senate, and the Provost or his or her delegate (ex officio, voting).*

### **Charges for 2005-2006**

1. Develop a recommendation regarding Mediation for Cheating (M. Lutz to provide support information).
2. Determine an appropriate rank/title for externally funded researchers/teachers.
  - a. Consider if this should be uniform across campus
  - b. Consider if all externally funded individuals who carry rank should carry an instructional requirement
3. Survey the letter grade distributions.
  - a. Determine if there is any impact on Middle States and professional accreditation in the context of outcomes assessment
  - b. Recommend whether or not changes to the current Institute grading policies should be adopted
4. Consider and comment on the appropriateness and viability of instituting an Institute student honor code.

## **Academic Support Committee**

*The Academic Support Committee shall monitor and review the academic services, computer services, cultural programs, and museum and library services of the university. Members from the Committee shall also serve as liaison for the Senate with appropriate administrative officers, committees, and councils of the university, and shall act in conjunction with the Academic Affairs Committee in the formulation of policies and proposals to be submitted to the Academic Senate.*

*The Academic Support Committee shall consist of eight members, each to be elected by his or her collegial faculty, one member of the educational development faculty elected by that group, three members at large elected by the Academic Senate, and the Vice President for Academic Affairs or his or her delegate (ex officio, voting).*

### **Charges for 2005-2006**

1. Assess and report on the status of the new degree audit system.
  - a. Consider the systems tracking arrangement with regard to minors
  - b. Investigate and comment whether or not the needs of all constituents are being met
2. Assess RIT library services in light of the increasing emphasis on scholarly activity and research. Such an assessment should include:
  - a. A comparison with competitor universities in terms of the adequacy of the RIT library for both student and faculty activities
  - b. Recommendations, as necessary, for specific resources required to bring RIT's libraries into line with comparable institutions

The committee should consult with the Director of the Library or designated representation in all such deliberations.

3. Assess and report on the effectiveness of interpreting services and supporting technology (e.g. C-Print across campus).
  - a. Make recommendations as appropriate for changes and improvement for service to both faculty and students

## **Campus Environment**

*The Campus Environment Committee shall monitor the physical state of the university as it influences the academic mission and report to the Senate on deficiencies and proposed initiatives.*

*The Campus Environment Committee shall consist of eight members, each to be elected by his or her collegial faculty, one member of the educational development faculty elected by that group, three members at large elected by the Academic Senate, and the Vice President of Finance and Administration or his or her delegate (ex officio, voting).*

### **Charges for 2005-2006**

1. Assess the physical state of the Institute with respect to its adequacy as a base for the strategic plan.
  - a. Identify any changes required to support the scholarly activities emphasized in the plan (e.g., labs, studies, meeting facilities)
2. Assess the College Town Plan with special emphasis on deer and wildlife and related health and safety issues.
3. Examine and suggest additional details to the annual environmental report in regard to the use of pesticides, herbicides, and fertilizers on campus (e.g. long term affects, safety, possible alternatives).

## **Faculty Affairs**

*The Faculty Affairs Committee shall be responsible for policy recommendations concerning faculty tenure, rank, welfare, leave, and professional conduct; and shall review all policies and procedures concerning the extended part-time and adjunct faculty of the university.*

*The Faculty Affairs Committee shall consist of eight members, each to be elected by his or her collegial faculty, one member of the educational development faculty elected by that group, one Dean elected by the Deans Council, three members at large elected by the Academic Senate, and the Provost or his or her delegate (ex officio, voting).*

### **Charges for 2005-2006**

1. Evaluate the Eisenhart Award Process.
  - a. Review correspondence and recommendations sent by Bob Rothman
  - b. Develop a plan for implementing and announcing any changes to the process
  - c. Include Bob Rothman in deliberation
2. Review the current policy on scholarship, research and intellectual property and determine if it is still satisfactory.
  - a. Review the document "Scholarship, Research, and Intellectual Property, issues for consideration by the Academic Senate
  - b. Revise current policy to address current and future needs
  - c. Consult Varda Main (see attachment)
3. Determine faculty exposure to liability for department software licensing infraction.

## **Graduate Council**

*The Graduate Council shall study graduate curricular proposals from an institute-wide perspective, maintain appropriate intercollege relationships with regards to curriculum, define the essential character of graduate study at the institute, continuously review and coordinate existing graduate programs, and establish policies and procedures for the administration of graduate study at the institute. It shall make proposals to the Academic Senate for graduate curriculum approval or discontinuance.*

*The Graduate Council shall consist of eight members, each to be elected by his or her collegial faculty, three members at large elected by the Academic Senate, one academic dean selected by the Deans Council, and the Vice President for Academic Affairs or his or her delegate (ex officio, voting). Whenever a particular curriculum proposal is being considered in the Senate, the Dean(s) of the respective college(s) making the proposal shall be invited to be present and to speak. The Chair of the Graduate Council shall be the Vice President for Academic Affairs or his or her delegate.*

### **Charges for 2005-2006**

1. Bring new or revised graduate program proposals to the Senate for review and approval. In particular, proposals must be received by the Senate Executive Committee by April 21, 2006 in order to be assured consideration by the end of the academic year.
2. Propose revisions to the program policies related to Ph.D. s to bring policy in line with the current programs.
  - a. Include coursework credit hour requirement
  - b. Include interdisciplinary component of programs
3. Study the current system of distributing student scholarship funds and make recommendations as to how to most effectively use these funds to attract and retain the best students.

## **Inter-college Curriculum Committee**

*The Inter-College Curriculum Committee shall study undergraduate curricular proposals from an institute-wide perspective, maintain appropriate intercollege relationships with regards to curriculum, assure that existing undergraduate curricula are periodically reviewed, and make proposals to the Academic Senate for undergraduate curriculum approval or discontinuance.*

*The Inter-College Curriculum Committee shall consist of eight members, each to be elected by his or her collegial faculty, one representative elected at large by the Academic Senate, one representative from the academic deans, one representative from Student Government, and the Vice President for Academic Affairs or his or her delegate (ex officio, voting). Whenever a particular curriculum proposal is being considered in the Senate, the Dean(s) of the respective college(s) making the proposal shall be invited to be present and to speak.*

### **Charges for 2005-2006**

1. Bring new or revised undergraduate program proposals to the Senate for review and approval. In particular, proposals must be received by the Senate Executive Committee by April 21, 2006 in order to be assured of consideration by the end of the academic year.

Note: it is strongly encouraged that new program proposals or extensive curricular revisions should have precedent over small program revisions or minor sequences when reviewing submissions to the committee.

2. Develop and submit definition and process for implementation and tracking of a double major.

## **Long Range Planning**

*The Long Range Planning Committee shall prepare and review strategic planning initiatives of the university and review progress in achieving those goals.*

*The Long Range Planning Committee shall consist of eight collegial representatives, each to be elected by his or her college, one member of the educational development faculty elected by that group, and three members at large elected by the Academic Senate.*

### **Charges for 2005-2006**

1. Act as a sounding board for and provide faculty input to the Agenda for Action Committee work on elaborating the Strategic Plan.
2. Determine progress on the issue of faculty expectations and workload, along with appropriate policy recommendations with respect to the Agenda for Action.
3. Review and report on the progress of the Agenda for Action for completing the Strategic Plan.
4. Review need for continued existence of this committee and its function by considering if the responsibilities can be accomplished by other committees.

## **Resource Allocation and Budget**

*The Resource Allocation and Budget Committee shall be the faculty committee in all matters pertaining to university budget and finances. It shall also submit to the Academic Senate for review and approval academic priorities related to external academic funding. The Committee shall be responsible for presenting an analysis of the budget and other financial matters to the Senate for its review, and the Executive Committee shall forward that review in writing, as adopted by the Senate, to the President and to the Institute Council. The Committee shall serve as liaison for the Senate with the Vice President of Finance and Administration and with other appropriate administrators and administrative policy bodies of the university.*

*The Committee shall consist of eight tenured faculty members, each elected by his or her collegial faculty, one member of the educational development faculty elected by that group, three members at large elected by the Academic Senate, and the Vice President of Finance and Administration or his or her delegate (ex officio, voting).*

### **Charges for 2005-2006**

1. Determine and explain how, given the current financial environment and repeated unmet enrollment projections, the Institute is going to:
  - a. Reduce teaching loads
  - b. Increase the number of faculty and support research at the PhD level
  - c. Support an increased number of graduate programs
2. Review travel support policies at our peer and competitor institutions and make recommendations based on this review.
3. Review the budgetary implications of the First Year Experience (FYE) program and prepare a cost/benefit analysis of FYE for presentation to and consideration by the Senate.

## **Student Affairs**

*The Student Affairs Committee shall be responsible for policy recommendations relating to academic aspects of student life and shall review other questions and policies related to the quality of student life. It shall also serve as liaison for the Senate in these matters with the appropriate administrative offices and policy committees, and where appropriate, shall submit proposals and recommendations to the Academic Senate.*

*The Committee shall consist of eight faculty members, each to be elected by his or her collegial faculty; one member of the educational development faculty elected by that group; four student representatives, including the President of student government or his or her delegate (ex-officio, voting); and the Vice President for Student Affairs or his or her delegate (ex-officio, voting).*

### **Charges for 2005-2006**

1. Survey and report on student satisfaction with respect to accessibility to facilities (e.g. Gordon Field House; extracurricular activities offered).
2. Report on student use and satisfaction with the music service provided by RIT.
3. Perform a feasibility study to establish a museum for the campus community.
4. Determine students' interest in the establishment of an on-campus museum to house the works of students, faculty, staff, and alumni.