

# Curriculum & Assessment (CA) Committee

## Charges

1. The CA Committee will be responsible for reviewing new and existing curricula. The CA Committee is the authorized agency to review curriculum proposals for the Ph.D. Program within RIT's curriculum process.
2. The CA Committee will be responsible for creating and reviewing assessment practices and procedures related to student assessment and course assessment.

In all business, major and significant changes to Ph.D. program will be brought to the attention of the entire faculty group and will be ratified by the entire faculty.

## Membership

The CA Committee will be composed of five members: one from each of the *Informatics*, *Infrastructure*, and *Interaction* sets of faculty, one permanent PhD faculty, and the PhD Associate Director. Potential committee members are nominated or self-nominated by contacting the PhD Director. Interested faculty will self-designate themselves as affiliated with one or more of these areas. Committee members will be elected by secret ballot with a simple majority needed to win within each set. All full-time, core, and extended faculty are eligible to serve on the committee and are eligible to vote. Voting will take place at a designated PhD faculty meeting.

All eligible members who are present at the meeting may vote. The CA committee will be chaired by the PhD Associate Director who will represent the PhD committee on the GCCIS Curriculum Committee.

Committee members serve a staggered two-year term; therefore, each year two committee members are replaced. Committee members may be elected to multiple consecutive terms. In the initial election, two members will be elected to a 1-year term while two members will be elected to a 2-year term. After this initial staffing of the committee, all terms will be for 2 years.