



University
Committees
Reference Manual
2013-2014

TABLE OF CONTENTS

ADA Advisory Committee	1
Animal Care and Use Committee	2
Bookstore Advisory Committee	3
Campus Planning Committee	4
Charger Green Recycling Committee.....	5
Employee Benefits Committee	6
Environmental Health and Safety Committee	7
Equal Opportunity/Affirmative Action Committee	8
Faculty Appeals Committee.....	9
Faculty Senate.....	11
Faculty Senate Committees.....	13
Executive Committee.....	13
Faculty/Student Development Committee.....	14
Finance and Resources Committee.....	15
Governance and Operations Committee	16
Personnel Committee.....	17
Undergraduate Curriculum Committee.....	18
Undergraduate Scholastic Affairs Committee	19
Faculty/Staff Traffic Appeals Committee.....	20
Financial Aid Committee	21
Graduate Council	22
Honorary Degrees and Naming Committee.....	23
Honors Council	24
Intercollegiate Athletic Committee.....	25
Library Committee.....	26
Patents and Copyrights Committee.....	27
Publications Board	28
Student Affairs Advisory Board	29

Title VI Diversity Advisory Committee	30
University Commencement Committee.....	31
Student Conduct Board	33
University Review Board.....	35
Use of Human Subjects Committee	36

ADA ADVISORY COMMITTEE

Charge:

The ADA Advisory Committee is advisory to the President. The Committee is responsible for monitoring, on an ongoing basis, the university's compliance with the requirements of the Americans with Disabilities Act (ADA). The Committee gives primary, although not exclusive, attention to issues relating to accessibility of educational and employment programs, benefits, services, and activities. The Committee also assists in identifying structural changes, such as facilities modifications or improvements and nonstructural changes, such as equipment redesign, provision of auxiliary aides or services, etc. which would enhance the opportunities available to individuals with disabilities to gain access to the university's educational and employment programs. The Committee will develop a prioritized list or schedule of recommended changes and will do so in the context of funds available for such changes, including resources which may be budgeted to student services, facilities and operations, human resources, etc. for that purpose and funds to be set aside annually for such purpose in the Repairs and Alterations budget.

Composition: 7 – By Position or Appointed

Term: Indefinite

Selection: Dir., Counseling & Disability Support Services, Chair
V.P., Diversity
Asst. V.P., Facilities & Operations
University Counsel
Faculty Equal Employment Coordinator
Staff Equal Employment Coordinator
Faculty Senate Representative

Chair: Dr. Parrish Paul, Dir., Counseling & Disability Support Services

Current Membership: Dr. Parrish Paul, **Dir., Counseling & Disability Support Services, Chair**
Ms. Delois Smith, **V.P., Diversity**
Mr. Mike Finnegan, **Asst. V.P., Facilities & Operations**
Mr. Robert Rieder, **University Counsel**
Ms. Delois Smith, **Faculty Equal Employment Coordinator**
Ms. Laurel Long, **Staff Equal Employment Coordinator**
Dr. Deborah Heikes, **Faculty Senate Representative**

Administrative Council Liaison: V.P., Diversity

ANIMAL CARE AND USE COMMITTEE

Charge:

Assurance of compliance with Public Health Service Policy on humane care and use of laboratory animals (NIH). Re-formed December 22, 1985.

Composition: 9

Term: Indefinite

Selection: Ethicist – selected from any college; must have appropriate background.
Non-scientist – selected from any college or administrative position other than the College of Science.
Doctor of Veterinary Medicine – selected from local veterinarians with some lab animal experience.
Individual unaffiliated with the University and with no program responsibilities.
Practicing scientists experienced in research involving animals - selected from the College of Science – select four.

Chair: Dr. Roy Magnuson

Current Membership:

Practicing Scientists: Dr. Deborah Heikes, LBAR (**Ethicist**)
Dr. Aurora Torres, LBAR
Dr. Gordon MacGregor, SCI
Dr. Debra Moriarity, SCI
Dr. Roy Magnuson, SCI, Chair
Dr. Bruce Stallsmith, SCI

Ms. Susan Phelan, Proposal Development Office (**non-scientist**)
Dr. Jacqueline Johnson, VMD, Alabama A&M (**Veterinarian**)
Mr. Terry Heuring, (**Person not affiliated with UAH**)

Administrative Council Liaison: V.P., Research

BOOKSTORE ADVISORY COUNCIL

Charge:

The Bookstore Advisory Council serves as an official committee to review and recommend bookstore operating policies and procedures and to provide guidance and recommendations to both the bookstore and the institution on bookstore matters affecting faculty, staff, and students.

Composition: Total 10 – ex officio 3, Other 7

Term: Faculty and Staff – Two Years Staggered, Students – One Year

Selection: University Bookstore Manager, ex officio
Associate V.P., Chair, ex officio
Two faculty members appointed by Associate V.P.
Dean or department chair appointed by Associate V.P.
Representative of Dean of Students office selected by Associate V.P.
Student Government Association President, or designee
Two students appointed by Associate V.P.
Editor of Charger Times, or designee, ex officio

Chair: Mr. John Maxon, Associate V.P.

Current Membership: Ms. Melissa Foster, **Bookstore Manager, ex officio**
Mr. John Maxon, **Assoc. V.P., Chair, ex officio**
Dr. Rhonda Gaede, ENGR, Faculty, 14
Dr. John Gregory, SCI, Faculty, 14
Ms. Laura Mann, NUR, Staff, 14
Dr. Laurel Standley, **Disability Support Services**
Mr. Nandish Dayal, **SGA President, 14**
Mr. Alejandro Colmenero, **Student Representative, 14**
Mr. Gage Smythe, **Charger Times Editor, ex officio**

Administrative Council Liaison: Provost & Executive V.P., Academic Affairs

CAMPUS PLANNING COMMITTEE

Charge:

To study, assess, and make recommendations regarding policies and plans for development and expansion of physical facilities; modernization, improvement, and alteration of existing facilities; traffic and parking control.

Composition: Total 13 – ex officio 6, Other 7

Term: Two Years Staggered

Selection: V.P., Finance & Administration, Chair
Provost & Executive V.P., Academic Affairs, ex officio
V.P., Research, ex officio
V.P., Diversity, ex officio
V.P., University Advancement, ex officio
Asst. V.P., Facilities & Operations, ex officio
Six faculty members elected by the Faculty Senate, at least one of the six elected faculty members will be a member of the Faculty Senate during the forthcoming year and will report to the Faculty Senate on the activities of the University Campus Planning Committee.
One student selected by the Student Government Association

Chair: Mr. Ray Pinner, V.P., Finance & Administration

Current Membership: Mr. Ray Pinner, **V.P., Finance & Administration, Chair, ex officio**
Dr. Christine Curtis, **Provost & Executive V.P., Academic Affairs, ex officio**
Dr. Ray Vaughn, **V.P., Research, ex officio**
Ms. Delois Smith, **V.P., Diversity, ex officio**
Mr. Robert Lyon, **V.P., University Advancement, ex officio**
Mr. Mike Finnegan, **Asst. V.P., Facilities & Operations, ex officio**

Faculty: Dr. Reza Adhami, ENGR, 15
Dr. Letha Etzkorn, SCI, 15
Ms. Louise O’Keefe, NUR 14
Dr. Carolyn Sanders, LBAR, 15
Dr. Jennifer English, ENGR, 14
Dr. Charles Hickman, Chair of Finance and Resources Committee

Student: Mr. Nandish Dayal, SGA President, 14

Administrative Council Liaison: V.P., Finance & Administration

CHARGER GREEN RECYCLING COMMITTEE

Charge:

To help expedite and facilitate the UAHuntsville recycling program, encourage and monitor participation in building and University events, serve as communication leaders regarding recycling to their respective areas of the University, brainstorm ideas and help to procure funding.

Composition: Total 8 – Faculty 2, Staff 4, Student 2

Term: Faculty and Staff – Two Years, Students – One Year

Selection: Two Faculty Senate members appointed by the Faculty Senate
Two Staff Senate members appointed by the Staff Senate
Two Facilities staff members appointed by Facilities
Two SGA members appointed by the SGA

Chair: Dr. Angela Balla

Current Membership:

Dr. Kyle Knight, Faculty, 15
Dr. Linda Maier, Faculty, 14

Ms. Susan Phelan, Staff, 14
Ms. Sally Badoud, Staff, 14

Mr. Robert Redmon, Facilities, 14
Mr. Ravi Seth, Facilities, 14

Ms. Maggie Sierras-Trotts, SGA, 14
Mr. William D. Parsons, SGA, 14

Administrative Council Liaison: V.P., Finance & Administration

EMPLOYEE BENEFITS COMMITTEE

Charge:

In a timely manner to review and make recommendations regarding all current and future university benefit programs. The Committee will cooperate with the Chancellor's Ad Hoc Committee on Fringe Benefits in communicating with faculty and staff and to advise the Ad Hoc Committee of special needs and procedures regarding the various benefit programs of the University of Alabama in Huntsville. Meetings to be held at least once each semester, with a report made by the Chair of the Committee to the V.P. for Finance and Administration by the end of the fiscal year. This report, with copies to each Committee member and the Faculty and Staff Senates, will summarize the issues studied, along with recommendations made for the next fiscal year.

Composition: Total 10 – ex officio 2, Other 8 Term: Three Years Staggered

Selection: Asst. V.P., Human Resources, Chair, ex officio
Dir., Faculty and Staff Clinic, ex officio
Four faculty members elected by the Faculty Senate*
Four staff members recommended by Staff Senate and appointed by the President

Chair: Ms. Laurel Long, Asst. V.P., Human Resources

Current Membership: Ms. Laurel Long, **Asst. V.P., Human Resources, Chair, ex officio**
Ms. Louise O'Keefe, **Dir., Faculty and Staff Clinic, ex officio**

Faculty: Dr. Dawn Utley, ENGR, 14
Dr. James Baird, SCI, 14
Dr. Andree Reeves, LBAR, 14
Dr. Phillip Farrington, ENGR, 14

Staff: Ms. Jorgy Umlor, 14
Ms. Nicke Keimer, 14
Ms. Wendy Worlund, 17
Mr. Kevin Bennett, 14

Administrative Council Liaison: V.P., Finance & Administration

*Members must be willing to serve during the summer months and at other times when regular classes may not be in session.

ENVIRONMENTAL HEALTH AND SAFETY COMMITTEE

Charge:

The Environmental Health and Safety Committee provides a forum in which University environmental health and safety committees can share concerns, ideas, and make recommendations that result in positive resolutions. The Environmental Health and Safety Committee advises the President and is responsible for coordinating policy development in all aspects of maintenance of environmentally sound and occupationally safe campus environments; it guides and supports the Office of Environmental Health and Safety. This committee develops and recommends policies and actions that will reduce loss and increase campus sustainability through proactive assessment of potential environmental health and occupational safety issues, by responding to concerns of the campus community, and by adherence to regulatory requirements and best management practices.

Committees exist within the UAH structure that review issues and recommend specific operational programs and practices within their areas of expertise. The Environmental Health and Safety Committee considers the input and information provided by the committees to formulate policy and then recommends actions to the President.

Composition: 10 by position or appointment by the President, as appropriate

Term: Indefinite

Meets: Biannually and as necessary

Selection: Assoc. V.P., Research, Chair
Asst. V.P., Facilities & Operations
Chief Compliance Officer
Dean, College of Engineering
Dean, College of Liberal Arts
Dean, College of Science
Dean of Students
Dir., Office of Env. Health & Safety, ex officio
Legal Counsel
Provost & Executive V.P., Academic Affairs

Chair: Dr. Tom Koshut, Assoc. V.P., Research

Current Membership: Dr. Tom Koshut, Assoc. V.P., Research, Chair
Mr. Mike Finnegan, Asst. V.P., Facilities & Operations
Mr. John Cates, Chief Compliance Officer
Dr. Shankar Mahalingam, Dean, College of Engineering
Mr. Glenn Dasher, Dean, College of Liberal Arts
Dr. Jack Fix, Dean, College of Science
Dr. Regina Hyatt, Dean of Students
Ms. Marcia L. Pendleton, Dir., Office of Env. Health & Safety, ex officio
Mr. John Cates, Legal Counsel
Dr. Christine Curtis, Provost & Executive V.P., Academic Affairs

EQUAL OPPORTUNITY/AFFIRMATIVE ACTION COMMITTEE

Charge:

To review the practices and policies of the university in view of federal and state legal requirements in the general area of non-discrimination and to make recommendations when appropriate.

Composition: Total 13 – ex officio 3, Other 10

Term: Three Years

Selection: University Counsel, Chair, ex officio
Staff Equal Employment Coordinator and Asst. V.P., Human Resources, ex officio
Faculty Equal Employment Coordinator and V.P., ex officio
Ten (10) others for three-year terms appointed by the President (one from each college, library, Dean of Students office, research, advancement and one member at large).

Chair: Mr. Robert Rieder, University Counsel

Current Membership: Mr. Robert Rieder, **University Counsel, Chair, ex officio**
Ms. Laurel Long, **Staff Equal Employment Coordinator and Asst. V.P.,
Human Resources, ex officio**
Ms. Delois Smith, **Faculty Equal Employment Coordinator and V.P.,
Diversity, ex officio**

Faculty
Appointed by President: Dr. Eletra Gilchrist, LA, 14
Mr. Charles Hickman, BA, 14
Dr. Jeffrey Kulick, ENGR, 17
Dr. Letha Etzkorn, SCI, 15
Dr. Kathy Newman, NUR, 15
Ms. Belinda Ong, LIB, 14

Staff
Appointed by President: Ms. Gloria Greene, Research, 14
Ms. Rachel Osby, Advancement, 14
Mr. Jonathan Williams, Student Affairs, 15
Mr. Ravi Seth, Facilities, 14

Administrative Council Liaison: President

FACULTY APPEALS COMMITTEE

Charge:

Any faculty member who, after having exhausted his/her administrative chain, still believes that he/she has just cause for grievance relating to violation of academic freedom, lack of due process, or inadequate review, may petition the elected Faculty Appeals Committee (FAC), as provided in the Faculty Handbook. The petition shall set forth the nature of the grievance, the individuals against whom it is directed, and the redress sought.

Members of the FAC who are involved in assessing the merits of a faculty member's appeal will follow the interpretation of academic freedom, due process, and adequate review given in the following documents, found in AAUP Policy Documents and Reports.

1. 1940 Statement on Academic Freedom and Tenure
2. Statement on Procedural Standards in Faculty Dismissal Proceedings
3. Procedural Standards in the Renewal and Nonrenewal of Faculty Appointments
4. The Standards of Notice of Non-reappointment
5. Recommended Institutional Regulations on Academic Freedom and Tenure
6. Statement on Professors and Political Activity
7. Statement on Professional Ethics

Composition: Total 10 (Tenured and non-administrative department chairs are not eligible)

Term: Two Years, staggered from beginning of academic year to the beginning of the following academic year.

Selection: Five faculty are elected each year. Four eligible faculty members will be nominated from each college and the Library from elections which shall be held each year within the colleges and Library. The names of the four faculty thus selected from each college and the Library will be submitted to the tenured, tenure-earning, and research faculty for final election. The election will be conducted by the Senate Governance and Operations committee. Those five who receive the most votes will be deemed elected to the FAC. In case of ties, a run-off election will be held. All remaining nominees will be designated as alternates for one year. Their positions on the list of alternates will be according to the number of votes received in the most recent election. Those receiving equal votes will be random ordered.

Chair: The Committee elects its own chair. An ad hoc subcommittee (3 members) from the membership shall hear a petition.

FACULTY APPEALS COMMITTEE (CONT'D)

Current Membership:

Members 2012 – 2014 Dr. Joe Ng, SCI, 14
 Dr. Andree Reeves, LBAR, 14
 Dr. Eric Seemann, LBAR, 14
 Dr. Eric Smith, LBAR, 14

Members 2013 – 2015 Dr. Joe Leahy, SCI, 15
 Dr. Jack Schnell, BA, 15
 Dr. David Stewart, LBAR, 15
 Dr. Kader Frendi, ENG, 15

Alternates for 2013 – 2014 Dr. Dawn Utley, ENG, 14
 Dr. Peggy Hays, NUR, 14
 Dr. Karen Frith, NUR, 14
 Dr. Ron Wray, LBAR, 14
 Dr. Kwaku Gyasi, LBAR, 14
 Dr. Fan Tseng, BA, 14
 Dr. Jeff Weimer, SCI, 14
 Dr. Mark Friedman, SCI, 14
 Dr. Qingyuan Han, SCI, 14
 Dr. Xuejing Xing, BA, 14
 Dr. James Smith, ENG, 14
 Dr. Xiatong Li, BA, 14

Administrative Council Liaison: President

FACULTY SENATE

Charge:

The Faculty Senate is the permanent body representing the faculty for the formulation of university policy and procedures in matters pertaining to institutional purpose, general academic considerations, curricular matters, university resources, and faculty personnel (appointments, promotion and tenure). All issues of university governance affecting the faculty at large should go before the full Faculty Senate before implementation. Senators are the voice of the faculty.

Composition: 49

Term: Two Years Staggered

Meets: Every third Thursday fall and spring semesters unless otherwise announced

Selection: Each of the six units: (a) College of Administrative Science; (b) College of Liberal Arts; (c) College of Engineering; (d) College of Science; (e) College of Nursing; (f) the Library will have a number of members in the Senate which will assure that the unit has one member for each seven tenured, tenure-earning, clinical faculty, or research faculty members, or major fraction thereof. Units will not have representation until they have at least four tenured, tenure-earning, clinical or research faculty members. Each unit which has formally recognized departments will elect its senators as follows: within the unit each formally recognized department will elect one member of the Senate for each seven tenured, tenure-earning, research or clinical faculty in the department, or major fraction thereof. Elections will be by the tenured, tenure-earning, research and clinical faculty of each department. If necessary, all tenured, tenure-earning, research or clinical faculty will then elect sufficient at-large members to bring the total unit membership (including departmental selections) up to the number required to achieve the 1:7 ratio.

President: Dr. Mitch Berbrier

Current Membership: Dr. Charles Hickman, BA, 15
Dr. Fan Tseng, BA, 14
Dr. Chris Allport, BA, 14
Dr. Dan Sherman, BA, 14
Dr. Keith Jones, LBAR, 15
Dr. Pavica Sheldon, LBAR, 15
Dr. Derrick Smith, LBAR, 15
Dr. Ryan Weber, LBAR, 15
Dr. Joe Taylor, LBAR, 15
Dr. Linda Maier, LBAR, 15
Dr. Christine Sears, LBAR, 14
Dr. Carolyn Sanders, LBAR, 14
Dr. Nicholas Jones, LBAR, 15
Dr. Anne Marie Choup, LBAR, 14
Dr. Eric Seemann, LBAR, 14
Dr. Andree Reeves, LBAR, Fall Semester
Dr. Bhavani Sitaraman, LBAR, 14

FACULTY SENATE (CONT'D)

Current Membership: Dr. Junpeng Guo, ENGR, 14
Dr. Kader Frendi, ENGR, 14
Dr. Jeff Evans, ENGR, 14
Dr. James Blackmon, ENGR, 14
Dr. Ying Cheng Lin, ENGR, 14
Dr. James Swain, ENGR, 14
Ms. Elise Adams, NUR, 15
Ms. Kristen Herrin, NUR, 15
Ms. Anna Benton, NUR, 14
Ms. Peggy Hays, NUR, 14
Dr. Marlena Primeau, NUR, 15
Dr. Carmen Scholz, SCI, 15
Dr. Debra Moriarity, SCI, 14
Dr. Nick Pogorelov, SCI, 15
Mr. Phillip Bitzer, SCI, 14
Dr. Luciano Matzkin, SCI, 14
Dr. James Baird, SCI, 14
Dr. Letha Etzkorn, SCI, 15
Dr. Peter Slater, 14
Dr. Leonard Choup, SCI, 14
Dr. Lingze Duan, SCI, 14
Dr. Seyed Sadeghi, SCI, 15
Dr. Craig Cowan, SCI, 15

Current Officers: Dr. Mitch Berbrier, President, 14
Dr. Wai Mok, President Elect, 14
Dr. Richard Miller, Past President
Dr. Deborah Heikes, Ombudsperson, 14
Dr. Fan Tseng, Chair - Faculty & Student Development Committee, 14
Dr. Charles Hickman, Chair - Finance & Resources, 14
Dr. Phillip Bitzer, Chair - Governance & Operations Committee, 14
Dr. Carolyn Sanders, Personnel Committee, 14
Drs. Deb Moriarity and Peggy Hays, Co-Chairs - Undergrad Curriculum Committee, 14
Dr. Jim Blackmon, Chair - Undergrad Scholastic Affairs Committee, 14

Administrative Council Liaison: Provost & Executive V.P., Academic Affairs

FACULTY SENATE COMMITTEES

EXECUTIVE COMMITTEE

Charge:

Receive all resolutions from the president-elect and conduct the first reading of a bill. Prepare the agenda for senate meetings. Construct and distribute a tentative calendar for regular Senate meetings for the year. Coordinate activities of Senate committees. Disseminate Senate business to appropriate committees. Advise and consult with the Senate President on those matters requiring attention during periods in which the full senate cannot be called into regular session. Meet before the academic year begins to smooth the transition between the old and the new Executive Committees.

Composition: Total 12 – ex officio 1, Other 11

Term: One Year

Meets: Every third Thursday of each semester

Selection: The Faculty Senate President, President-Elect, Ombudsperson, Parliamentarian, Past-President, and chairs of all standing committees shall comprise the membership. The Provost/Vice President for Academic Affairs shall be ex officio non-voting. The Senate President shall call and chair the meetings. A quorum shall consist of one officer and three committee chairs.

Chair: Dr. Mitch Berbrier, Faculty Senate President

Current Membership: Dr. Mitch Berbrier, President
Dr. Wai Mok, President Elect
Dr. Richard Miller, Past President
Dr. Deborah Heikes, Ombudsperson
Vacant, Parliamentarian
Dr. Fan Tseng, Chair - Faculty & Student Development Committee, 14
Dr. Charles Hickman, Chair - Finance & Resources, 14
Dr. Phillip Bitzer, Chair - Governance & Operations Committee, 14
Dr. Carolyn Sanders, Personnel Committee, 14
Drs. Deb Moriarity and Peggy Hays, Co-Chairs - Undergrad Curriculum Committee, 14
Dr. Jim Blackmon, Chair - Undergrad Scholastic Affairs Committee, 14

Dr. Christine Curtis, **Provost & Executive V.P., Academic Affairs, ex officio**

Administrative Council Liaison: Provost & Executive V.P., Academic Affairs

FACULTY SENATE COMMITTEES

FACULTY/STUDENT DEVELOPMENT

Charge:

To review, assess, and make recommendations concerning issues related to 1) student retention, 2) faculty retention, 3) academic integrity, 4) faculty orientation/mentoring programs, 5) research development and support, 6) teaching development and support, 7) student policies affecting faculty, 8) sabbatical and other faculty development opportunities, 9) faculty support services. This Committee is responsible for recommending modifications or changes in all matters under its consideration.

Composition: Total 7 – Faculty 7**Term: One Year****Meets: Every third Thursday of each semester****Selection:** At least one elected senator from each college in the university including a representative from the library.**Chair:** Dr. Fan Tseng, BA, Chair, 14**Current Membership:** Dr. Linda Maier, LBAR, 15
Dr. Pavica Sheldon, LBAR, 15
Dr. Kristen Herrin, NUR, 15
Dr. Fan Tseng, BA, Chair, 14
Dr. Carmen Scholz, SCI, 15**Administrative Council Liaison:** Provost & Executive V.P., Academic Affairs

FACULTY SENATE COMMITTEES

FINANCE AND RESOURCES

Charge:

The Finance Committee shall review, assess, and make recommendations concerning the mission, goals, role, and scope of the university; the objectives and plans of the major budget units; the information base and planning procedures utilized in budget preparation; the annual budget request and annual operating budget; campus planning and allocations of space and funding; and faculty research priorities, funds, and projects. This committee shall also be responsible for recommending modifications or changes in all matters under the consideration, as well as collecting and disseminating information pertaining to the acquisition, availability, and apportionment of university resources among faculty. The Senate will be represented on the Priorities and Resources Advisory Committee by the chair of the Senate Faculty Finance and Resources Committee, one other member elected by this committee, as well as the Senate president-elect.

Composition: 12

Term: One Year

Meets: Every third Thursday of each semester

Selection: At least one senator from each college in the university, one from the library, and a Senator to be selected by the President of the Faculty Senate, who is on the Employee Benefits Committee.

Chair: Dr. Charles Hickman, BA, Chair, 15

Current Membership: Dr. Charles Hickman, BA, Chair, 15
Dr. Joe Taylor, LBAR, 15
Dr. Christine Sears, LBAR, 14
Dr. Kristen Herrin, NUR, 15
Ms. Elise Adams, NUR, 15
Dr. Luciano Matzkin, SCI, 14
Vacant, SCI, 15
Dr. Kader Frendi, ENGR, 14
Dr. Junpeng Guo, ENGR, 14
Dr. James Baird, Employee Benefits Rep, 14

Administrative Liaison: Provost & Executive V.P., Academic Affairs

FACULTY SENATE COMMITTEES

GOVERNANCE AND OPERATIONS

Charge:

Review annually the Senate bylaws and prepare recommendations (resolutions) for revisions of and additions to the bylaws. Serve as a nominating committee (to the Senate) for faculty membership on all Senate committees and Senate offices. Conduct Senate elections. That includes obtaining members' names, preparing ballots, requesting candidates for chairs of committees, etc. Preparations of all election material (both university and Senate) should be completed prior to the last Senate meeting of the spring semester. Conduct faculty elections to university committees. That includes screening candidates to appear on ballots following rules applicable to the individual committees. Requests for membership from faculty to university committees should be collected by April 1 and ballots prepared for the election meeting of the Senate. A senator may need to be placed ex officio on a university committee if there is no other Senate representation on that committee. Designate a senator to act as liaison with each university committee. This senator would be ex officio unless he/she were elected by the senate as the faculty member to that committee. Maintain an updated roster of all Senate and university committees and distribute to all faculty in the university. Conduct an annual review of the governance system of the university and make recommendations for needed change.

Composition: 7

Term: One Year

Meets: Every third Thursday of each semester

Selection: An elected senator from each college in the university including a representative from the library.

Chair: Dr. Phillip Bitzer, SCI, Chair, 14

Current Membership: Dr. Dan Sherman, BA, 14
Dr. Anne Marie Choup, LBAR, 14
Dr. Andree Reeves, LBAR, 14
Dr. Phillip Bitzer, SCI, 14
Dr. James Swain, ENGR, 14
Dr. Craig Cowan, SCI, 15
Ms. Marlena Primeau, NUR, 15

Administrative Council Liaison: Provost & Executive V.P., Academic Affairs

FACULTY SENATE COMMITTEES

PERSONNEL

Charge:

The Faculty Senate Personnel Committee shall be responsible for monitoring the quality of the academic and professional environment relative to its impact on faculty at The University of Alabama in Huntsville. Specifically, monitor policies and procedures for faculty appointments, promotions, award of tenure, sabbatical and other leaves, retirements, terminations due to financial exigency and discontinuation of an educational program, faculty evaluations, and salary adjustments. Monitor the contents of the UAH *Faculty Handbook* through annual review, updating and editing. This Committee shall also be responsible for collecting and disseminating information pertaining to faculty personnel policies and procedures. Specifically, the chairperson of this committee will deliver a report to the Senate on matters under its jurisdiction. This Committee shall be responsible for recommending modifications or changes in all personnel policies.

Composition: Total 8 – ex officio 1, Other 7

Term: One Year

Meets: Every third Thursday of each semester

Selection: An elected senator from each college in the university including a representative from the library and one ex officio member designated by the Provost.

Chair:

Current Membership: Dr. Carolyn Sanders, 15
Dr. Lingze Duan, SCI, 14
Dr. Dan Sherman, BA, 14
Dr. Nikolai Pogorelov, SCI, 15
Dr. Carolyn Sanders, LBAR, 14
Dr. Keith Jones, LBAR, 15
Dr. Ellise Adams, NUR, 15

Administrative Council Liaison: Provost & Executive V.P., Academic Affairs

FACULTY SENATE COMMITTEES

UNDERGRADUATE CURRICULUM

Charge:

The Faculty Senate Curriculum Committee shall be responsible for monitoring the quality of curriculum at The University of Alabama in Huntsville. Specifically, the committee shall serve in an advisory capacity to the Provost in matters related to curriculum planning, development, change, and evaluation. They may initiate and shall review any proposed changes affecting programs, basic degree requirements, and the creation or elimination of academic programs. This Committee shall also be responsible for collecting and disseminating information pertaining to the planning, development, change, or evaluation of any academic program. Specifically, the chair of this Committee shall deliver a detailed report, including recommended changes, to the Senate during the academic year that will include the following information: the status of all degree programs; the status of any plans to change or add to existing degree programs; the status of any academic programs being planned, including, but not limited to any new degree programs, departments, majors, minors, and degree/program options; the status of any new or proposed courses within existing curricula; the status of any contemplated or recommended eliminations of existing academic programs, including degree and non-degree programs and departments. This Committee shall be responsible for recommending modifications or changes in all curricular policies.

Composition: Total 12 – ex officio 6, Other 6

Term: One Year

Meets: Every third Thursday of the semester

Selection: One elected senator from each college in the university, one elected representative from the Library, and one ex officio non-voting representative from the Curriculum Committee from each college and the Office of Admissions and Records. The Committee may request additional resource personnel (e.g., deans, registrar, directors, etc.) according to proposals being considered.

Chair: Dr. Deb Moriarity, SCI, Co-Chair, Fall 13
Dr. Peggy Hays, NUR, Co-Chair, Spring 14

Current Membership:

Dr. Derrick Smith, LBAR, 15	<i>ex officio</i>
Dr. Peggy Hays, NUR, 14	
Dr. James Baird, SCI, 14	Dr. Dan Rochowiak, SCI
Ms. Bhavani Sitaraman, LBAR, 14	Dr. Jack Schnell, BA
Dr. Jeff Evans, ENGR, 14	Dr. Brent Wren, OAA
Dr. Christopher Allport, BA, 14	Dr. David Neff, LBAR
Dr. Debra Moriarity, SCI, 14	Dr. Pam O’Neal, NUR

Administrative Council Liaison: Provost & Executive V.P., Academic Affairs

FACULTY SENATE COMMITTEES

UNDERGRADUATE SCHOLASTIC AFFAIRS

Charge:

The Undergraduate Scholastic Affairs Committee shall monitor the quality of the academic environment relative to its impact on undergraduate students. Specifically, the committee shall monitor policies and procedures for all admissions, withdrawals, scholastic probation, grading systems, academic good standing, and any other scholastic issue determined by the Committee as relevant to student academic quality; hear appeals for undergraduate admission and readmission; review any proposed changes in the academic criteria for awarding any scholarship/financial aid. This Committee shall also be responsible for collecting and disseminating information relative to the development, change or evaluation of procedures or standards for admission, progression, and/or graduation. Specifically the chair of this Committee will deliver a report to the Senate during the academic year that will include the following information: 1) the status of standards and procedures for admission, progression, and graduation; 2) the status of academic criteria for the awarding of all scholarships and other forms of financial aid at UAH. This Committee shall be responsible for recommending modifications or changes in all policies relative to its jurisdiction.

Composition: Total 8 – ex officio 1, Other 7**Term: One Year****Meets: Every third Thursday of the semester****Selection:** One senator from each college in the university, including a representative from the Library. The Registrar will be an ex officio member. The Committee may designate other ex officio members depending upon the issues/policies being considered.**Chair:** Dr. Jim Blackmon, ENGR, Chair, 14**Current Membership:** Dr. Carmen Scholz, SCI, 15
Ms. Anna Benton, NUR, 14
Ms. Marlana Primeau, NUR, 15
Dr. Eric Seemann, LBAR, 14
Dr. Nicholas Jones, LBAR, 15
Dr. Leonard Choup, SCI, 14
Dr. James Blackmon, ENGR, 14
Ms. Janet Waller, Registrar, ex officio**Administrative Liaison:** Provost & Executive V.P., Academic Affairs

FACULTY/STAFF TRAFFIC APPEALS COMMITTEE

Charge:

To review written appeals submitted by faculty and staff members receiving traffic violations.

Composition: Total 7 – Faculty 5, Staff 2**Term: Two Years****Selection:** One faculty member from each college appointed by the respective dean
Staff member appointed by Vice President for Finance & Administration
Staff member appointed by Dean of Students**Chair:** Mrs. Delois Smith, V.P., Diversity**Current Membership:** Dr. Ramon Cerro, ENGR, 14
Dr. Carmen Scholz, SCI, 15
Mr. Chakri Deverapalli, BA, 14
Ms. Beth Barnby, NUR, 14
Dr. Erin Colwitz, LBAR, 14
Mrs. Delois Smith, Staff, 15
Ms. Toni Morgan, Staff, 16**Recorder for Committee:** Ms. Lisa Strickland**Administrative Council Liaison:** V.P., Finance & Administration

FINANCIAL AID COMMITTEE

Charge:

To recommend institutional financial aid policy as it relates to federal, state, and institutional student financial aid programs and to select institutional scholarship recipients.

Composition: Total 9 – ex officio 4, Other 5

Term: Committee faculty representatives are elected in the spring of each year by Faculty Senate for two year terms; student positions are filled by the Student Government Association for two year terms, staff appointments can be made by the President at any time as the Committee is a Standing Committee and individuals serve by reason of position within the institution.

Selection: Dir., Financial Aid, Chair
Asst. V.P., Finance and Budgets
V.P., University Advancement
Dir., Honors Program
Three faculty members elected by the Faculty Senate
Two students elected by Student Government Association

Chair: Mr. Andy Weaver, Dir., Financial Aid

Current Membership: Mr. Andy Weaver, **Dir., Financial Aid, Chair, ex officio**
Mr. Robert Leonard, **Asst. V.P., Accounting & Finance, ex officio**
Mr. Bob Lyon, **V.P., University Advancement, ex officio**
Dr. Harry Delugach, **Dir., Honors Program, ex officio**

Faculty: Dr. Deborah Heikes, LBAR, 15
Dr. Mitch Berbrier, LBAR, 14
Dr. Jill Johnson, LBAR, 14

Students: Bingjiao Chen, 15
Fredrik Graaner, 15

Administrative Council Liaison: Provost & Executive V.P., Academic Affairs; and Asst. Provost, Enrollment Services

GRADUATE COUNCIL

Charge:

Examines and formulates policies relevant to the Graduate School such as admission, degree requirements, curriculum, students, and faculty.

Composition: Total 12 plus alternates **Term: Two Years**
Limit two consecutive terms

Selection: The graduate faculty of each College nominates and elects members based on the number of full-time graduate faculty in that College with no department having more than one representative to the Council. Those receiving the most votes serve as representatives to the Council, and those getting fewer votes serve as alternates. The number of alternate positions is determined by each College's number of Council members divided by two rounded upward to the next whole number. Every third year the Credentials Committee reevaluates the number of full-time graduate faculty by College and redistributes the membership proportionately, if needed.

Chair: Dr. David Berkowitz, Dean of Graduate Studies

Current Membership: Dr. David Berkowitz, Chair
Dr. Xiaotong Li, BA, 15
Dr. Chris Allport, BA, 15
Dr. Ramon Cerro, ENGR, 15
Dr. Houssam Toutanji, ENGR, 15
Dr. Eric Smith, LBAR, 15
Dr. Jeff Neuschatz, LBAR, 15
Dr. Karen Frith, NUR, 15
Dr. Haley Hoy, NUR, 15
Dr. Susan Alexander, NUR, 15
Dr. Sivaguru Ravindran, SCI, 15
Dr. Emmanuel Waddell, SCI, 15
Ms. Janet Waller, **Registrar, ex officio**
Ms. Midori Maloney, **Graduate Studies, ex officio**
Mr. David Moore, **Library, ex officio**

Administrative Council Liaison: Provost & Executive V.P., Academic Affairs

HONORARY DEGREES AND NAMING COMMITTEE

Charge:

To seek nominations from faculty, alumni, students and the general community for the award of honorary degrees by UAH, will be responsible for screening such nominations and recommending names to the President for possible forwarding to the Trustees for consideration. *Recipients of honorary degrees should be restricted to those persons outstanding in their contributions or service 1) to the University of Alabama Systems or to one of the System institutions; 2) to their state, nation, or the international community; or 3) in their professional or field endeavor. Contributions shall include cultural, scientific, economic, or humanitarian activity. The number of honorary degrees awarded shall be limited in number and restricted to persons of genuine distinction.*” as stated by the policy of the Board of Trustees.

The Honorary Degrees and Naming Committee will also receive nomination(s) for Distinguished Professor and University Professor from the Provost. A letter of nomination for University Professor may come from Departments/Colleges/Administration and will go to the Provost. For Distinguished Professor the nomination must come from the College or Administrator after a review process by the College. The Provost will submit the nomination(s) to the Honorary Degrees and Naming Committee, which he chairs. The Committee will review the nomination(s) and make appropriate recommendation(s) to the President.

Composition: Total 8

Term: By Position

Selection: Provost Representative
V.P., Research
2 Deans
President of Faculty Senate
Dir., Governmental Relations
SGA President
One Student

Chair: Dr. Brent Wren, Assoc. Provost

Current Membership: Dr. Brent Wren, Assoc. Provost, Chair
Dr. Ray Vaughn, V.P., Research
Dr. Caron St. John, BA
Dr. Jack Fix, SCI
Dr. Mitch Berbrier, Faculty Senate President
Mr. Ray Garner, University Relations
Mr. Nandish Dayal, SGA President
Mr. Jose Garcia, Student

Administrative Council Liaison: Provost & Executive V.P., Academic Affairs

HONORS COUNCIL

Charge:

To advise the Director of the Honors Program on matters pertinent to the program and recommend general policy and direction for the program. The Council meets once a month.

Composition: Total 14**Term: Two Years Staggered**

Selection: Two faculty members from each college nominated by their respective deans.
One representative from the Library nominated by the director
The chair of the Faculty Senate Curriculum Committee
One Honors Student nominated by the Director of the Honors Program
The President of the Honors Program Student Council

Chair: Dr. Harry Delugach, Dir., Honors Program

Current Membership: Dr. Harry Delugach, Dir., Honors Program, Chair
Dr. John Burnett, BA, 14
Dr. Eric Fong, BA, 15
Dr. Jennifer English, ENGR, 14
Dr. Sherri Messimer, ENGR, 15
Dr. Kwaku Gyasi, LBAR, 14
Dr. Evan Ragland, LBAR, 15
Dr. Joe Leahy, SCI, 14
Dr. Robert Griffin, SCI, 15
Dr. Ellise Adams, NUR, 14
Ms. Rebecca Davis, NUR, 15
Mr. David Moore, LIB, 14
Drs. Deborah Moriarity and Peggy Hays, Chairs of UG Curriculum Committee
Ms. Cynthia Stanley, Student Representative
Mr. Patrick Monroe, President, Honors Program Student Council

Administrative Council Liaison: Provost & Executive V.P., Academic Affairs

INTERCOLLEGIATE ATHLETIC COMMITTEE

Charge:

To review, assess and make recommendations relative to intercollegiate athletics, with the goal of developing and maintaining a quality athletic program that will be of benefit to the university.

Composition: Total 10 – ex officio 3, Other 7

Term: By Position, Elected & Appointed; Faculty Two Years; Students One Year

Selection: Dir., Athletics
Designee from Office of the V.P. for Finance & Administration
Designee from Office of University Advancement
Three faculty members elected by the Faculty Senate to serve a staggered two-year term
Faculty Athletic Representative - appointed by the President (NCAA requirement) to serve as chair
Three students, two of whom will be participating athletes (one male and one female) – appointed by the SGA (one year term)

Chair: Dr. Brent Wren, Faculty Athletic Representative appointed by the President

Current Membership: Dr. E.J. Brophy, **Dir., Athletics, ex officio**
Mr. Johnny Johnson, **Designee from Office of the V.P. for Finance & Administration**
Mr. Ray Garner, **Office of the President, ex officio**
Mr. Bob Lyon, **V.P. University Advancement**

Faculty: Dr. Phillip Bitzer, SCI, 14
Dr. Deborah Heikes, LBAR, 14
Dr. Peggy Hays, NUR, 14

Students: Landon Boggs – male athlete, 14
Shannon Steinert – female athlete, 14
Alejandro Colmenero – student, 14

Administrative Council Liaison: President

LIBRARY COMMITTEE

Charge:

To review, assess, and make recommendations on matters of general library policy, procedures, and organization; the development of library resources and services; and means to best integrate the library program with the instructional, research, and other service activities of the university.

Composition: Total 8 – ex officio 1, Other 7**Term: By Position; Faculty Two Years; Student One Year**

Selection: Director of Library
Six faculty members (one from each college and Graduate School) elected by Faculty Senate
One student elected by SGA

Chair: Mr. David Moore, Director, Library (ex officio)

Current Membership: Mr. David Moore, Chair, ex officio

Faculty: Dr. Ivey Mackenzie, BA, 15
Dr. Louise O’Keefe, NUR, 15
Dr. Qiang Hu, SCI, 15
Dr. Linda Maier, LBAR, 14
Dr. Jeff Evans, ENGR, 14
Dr. Aurora Torres, Graduate School, 14

Student: Ms. Brittany Eaton, 14

Administrative Council Liaison: Provost & Executive V.P., Academic Affairs

PATENTS AND COPYRIGHTS COMMITTEE

Charge:

To make recommendations with regard to patent and copyright matters and undertake studies required for continuing evaluation and administration of university patent and copyright policies.

Composition: Total 10 – ex officio 4, Other 6

Term: By Position; Faculty Three Years Staggered

Selection: Patents Administrator, Chair
Dean of the Graduate School
University Counsel
Contract Administrator
Six Faculty Members, one from each College (Business Administration, Engineering, Liberal Arts, Nursing, Science, and the Library) elected by the Faculty Senate.

Chair: Mr. Kannan Grant, Dir., Office of Technology Commercialization

Current Membership: Mr. Kannan Grant, Chair, **Patents Administrator, ex officio**
Dr. David Berkowitz, **Dean of the Graduate School, ex officio**
Mr. John Cates, **University Counsel, ex officio**
Mr. Steve Parker, **Contract Specialist, ex officio**

Faculty: Ms. Sheree Carter, NUR, 16
Dr. Robert Preece, SCI, 15
Dr. Reza Adhami, ENGR, 16
Dr. David Berkowitz, BA, 15
Dr. Erin Colwitz, LBAR, 16

Library: Ms. Charlotte Olson, LIB, 16

Administrative Council Liaison: V.P., Research

STUDENT AFFAIRS ADVISORY BOARD

Charge:

The purpose of the Student Affairs Advisory board is to advise and make recommendations to the Dean of Students on all relevant aspects of student life as well as auspices of that office. The Student Affairs Advisory Board has the specific responsibility of recommending policy concerning the student activity, student publications, athletics, intramural and recreation fees, and the allocation and management of these fees.

Composition: Total 16 – ex officio 6, Other 10

Term: By Position; Faculty Two Years Staggered

Selection: Dean of Students, Chair
One staff member from the Division of Student Affairs
Three faculty appointed by the Faculty Senate
Five students - one elected from each college/school
Representative from Intercollegiate Athletics Committee
Representative from Publications Board
Assoc. V.P., Budgets & Financial Planning
Student Government Association President
Student Government Association Vice President

Chair: Dr. Regina Hyatt, **Dean of Students**

Current Membership: Dr. Regina Hyatt, Dean of Students, Chair
Mr. Chih Loo, Assoc. V.P., Budgets and Financial Planning

Faculty: Dr. Marita O'Brien, LBAR, 14
Dr. Monica Dillihunt, LBAR, 14
Dr. John Kvach, LBAR, 14

Students: Mr. Nandish Dayal, SGA President
Mr. Marcus McDowell, SGA Vice President

Administrative Council Liaison: Provost & Executive V.P., Academic Affairs

STUDENT CONDUCT BOARD

Charge:

The Student Conduct Board shall have original jurisdiction over all cases of student misconduct not falling within the original jurisdiction of the Publications Board. Each student and staff member shall serve on the Student Conduct Board or a period of two years (or until a successor is appointed), beginning June 1 each year. The term of each faculty member elected by the Faculty Senate shall be two years. The Graduate Dean shall determine the terms of the appointed graduate faculty. Whenever possible, terms of office shall be staggered so that the term of 1/2 of the members shall expire each year. Any individual shall be eligible to serve successive terms. No student who is on academic probation or who has been found guilty of misconduct shall be eligible to serve on the Student Conduct Board. A student who becomes ineligible while serving a current term shall resign or be removed by the Dean of Students. Vacancies in any Student Conduct Board position shall be filled in the same manner as provided above in regard to the original appointment. The Vice President of Academic Affairs shall have the authority to make an interim student or staff appointment if necessary to facilitate the operation of the Student Conduct Board. Three members of the Student Conduct Board shall constitute a quorum for a hearing.

Composition: Total 23

Term: Two Years

- Selection:** Five undergraduate students, appointed by the Vice President for Academic Affairs upon joint recommendations from the College Deans and the Student Government Association President.
- Two graduate students appointed by the Vice President for Academic Affairs upon recommendation of the Dean of Graduate Studies.
- Eight faculty members, elected by the Faculty Senate with one representative respectively from the Colleges of Engineering, Science, Nursing, Business Administration, Liberal Arts and the Library and two at large
- Two graduate faculty members appointed by the Dean of the School of Graduate Studies
- Six staff members, appointed by the President from among the University's directors and assistant directors (or comparable positions)
- For complaints of misconduct by residents of University Housing occurring in or about the housing areas, either the Assistant Director or Resident Director, as selected by the Student Conduct Director shall serve as the PAO.
- For academic misconduct cases only the School and College Deans shall have membership in the Student Conduct Board in place of the staff members

Chair: Elected from among the faculty membership of the Student Conduct Board by the members and shall serve one year, beginning June 1 and continuing through May 31, or until a successor is elected. The Chair shall convene a meeting of the Student Conduct Board on or about May 1 each year for the purpose of electing a new chair.

Current Membership: Mr. Benjamin Blair, Student, LBAR, 14
Students: Mr. Marcus McDowell, LBAR, 14
Ms. Morgan Gilley, BA, 14
Ms. Cassie Clark, Student, NUR, 14
Ms. Natasha Tcherneshoff, Student, NUR, 14
Ms. Carole Campbell, NURS GRAD Student, 14
Mr. Geoffrey Morris, ENGR GRAD Student, 14
Ms. Lisa Evers, SCI GRAD Student, 14

Faculty: Dr. Laird Burns, GRAD, 15
Dr. Jeffrey Summerlin-Long, GRAD, 15
Dr. Ravi Patnayakuni, BA, 14
Dr. Deborah Heikes, LBAR, 15
Ms. Tammy Clemmons, NUR, 15
Dr. Mark Pekker, SCI, 15
Dr. Francis Wessling, ENGR, 15
Dr. Jack Schnell, At Large, 15
Dr. Erin Colwitz, At Large, 15
Dr. Ron Wray, At Large, 14

Staff: Mr. Michael Finnegan, Facilities, 14
Mr. T. J. Brecciaroli, Student Affairs, 15
Mr. Randy Barbour, Sponsored Programs, 14
Ms. Juanita Owen, Conferences & Events, 14
Ms. Tamara Lang, Mathematics, 15
Ms. Sabrina Williams, International Students, 14

Mr. John Maxon, Associate Vice President, PAO for Housing
Mr. Scott Royce, Assistant Director-Operations & Assignments, PAO for Housing
Ms. Elizabeth Russell, Assistant Director-Resident Programs & Education
Ms. Jessica Head, CV Resident Director, PAO for Housing
Ms. Amanda Hill, SECH Resident Director, Fraternity and Sorority Row Resident
Director PAO for Housing
Ms. Cassidy Carpenter, NCRH, PAO for Housing
Mr. Frank March, CCRH Resident Director, PAO for
Housing

Administrative Council Liaison: Provost & Executive V.P., Academic Affairs

Academic Deans for Misconduct Cases:

Dr. Caron St. John, BA
Dr. Shankar Mahalingam, ENGR
Mr. Glenn Dasher, LBAR
Dr. Fay Raines, NUR
Dr. Jack Fix, SCI
Mr. David Moore, LIB
Dr. David Berkowitz, GRADUATE STUDIES

TITLE VI DIVERSITY ADVISORY COMMITTEE

Charge:

Provide input and recommendations to the UAH administration regarding activities and efforts intended to enhance the diversity of faculty, senior administrative staff, and students on the UAH campus over the next five years. The Committee reports to the Provost and through the Provost to the President.

Composition: Total 15

Term: Five Years

Selection: By Appointment from the UAH President

Chair: Mrs. Delois Smith, **V.P., Diversity**

Current Membership: Dr. Ramon Cerro, Engineering, 16
Dr. Reza Adhami, Engineering, 17
Mr. Kevin Bennett, Facilities, 16
Dr. Derrick Smith, Liberal Arts, 19
Dr. Monica Dillihunt, Liberal Arts, 16
Dr. Eric Fong, Business Administration, 16
Dr. Suzy Young, Research, 19
Dr. Regina Hyatt, Student Affairs, 16
Ms. Laurel Long, Human Resources, 17
Ms. Valarie King, Contracts and Grants Accounting, 19
Dr. Ena Rose-Green, Business Administration, 19
Bhavani Sitaraman, Liberal Arts, 17
Ms. Delois Smith, V.P., Diversity, Chair
Dr. Emmanuel Waddell, Science, 16
Ms. Kimberly Crutcher-Williams, Multicultural Affairs, 19

Administrative Council Liaison: Provost & Executive V.P., Academic Affairs; and President

UNIVERSITY COMMENCEMENT COMMITTEE

Charge:

To review, assess, and recommend policies and procedures related to the University commencement exercises.

Composition: Total 24 – ex officio 14, Other 10

Term: By Position; Faculty Two Years, Students One Year

Selection: Assoc. Provost for Academic Affairs, Marshal
Assoc. V.P., Advancement
Dean of Students
One staff member from the Dean of Students Office
Five faculty members (one from each College elected by the Faculty Senate)
Student Government Association President
Three students appointed by SGA (at least 2 seniors)
Asst. V.P., Enrollment Services
Registrar
Asst. V.P., Facilities & Operations
Representative from the Office of University Relations
Graduate Dean
Assoc. V.P.
Representative from the Office of the Provost
Representative from the Office of the President
Faculty Senate President
Dir., Wind Ensemble

Chair: Dr. Brent Wren, Associate Provost for Academic Affairs

Current Membership: Dr. Brent Wren, Chair

Faculty: Ms. Tammy Clemmons, NUR, 15
Dr. Brian Landrum, ENGR, 14
Dr. Erin Colwitz, LBAR, 15
Dr. Fan Tseng, BA, 14
Dr. Larry Carey, SCI, 14

Mr. Nandish Dayal, **SGA President**, 14

Students: Nhu-An Nguyen, 14
Robert Derek Williamson, 14
Marianne Denise Gilliam, 14

By Position: Ms. April Harris, **Assoc. V.P., Advancement, ex officio**
Dr. Regina Hyatt, **Dean of Students, ex officio**
Ms. Toni Morgan, **Staff member from the Dean of Students office, ex officio**
Mr. John Maxon, **Interim, Enrollment Services**
Ms. Janet Waller, **Registrar, ex officio**
Dr. Brent Wren, **Marshal and Assoc. Provost, Academic Affairs, ex officio**
Mr. Mike Finnegan, **Asst. V.P., Facilities & Operations, ex officio**
Mr. Joel Lonergan, **Representative from the Office of University Communications, ex officio**
Dr. David Berkowitz, **Graduate Dean, ex officio**
Mr. John Maxon, **Associate V.P., ex officio**
Ms. Peggy Bower, **Representative from the Office of the Provost, ex officio**
Ms. Faye Hartman, **Representative from the Office of the President, ex officio**
Dr. Mitch Berbrier, **Faculty Senate President, ex officio**
Dr. David Ragsdale, **Dir., Wind Ensemble, ex officio**

Administrative Council Liaison: Provost & Executive V.P., Academic Affairs

UNIVERSITY REVIEW BOARD

Charge:

The University Review Board shall review the dossiers and recommendations of all promotion and tenure cases submitted to the Office of Provost and V.P. of Academic Affairs by the deans and directors. The URB must ascertain that there is adequate documentation to allow determination that the candidate has satisfied the requirements in each of the categories of teaching, research or creative achievements, and service. The Board determines that the review process has been carried out properly and that appropriate procedures have been followed. The Board insures that the application of criteria for promotion and tenure is consistent throughout the university. The Board submits a report to the Provost based solely upon the recommendations and evidence submitted in the comprehensive files.

Composition: Total 6

Term: Two Years staggered

Selection: The University Review Board is composed of six faculty members, one from each of the colleges and one from the Library. Elections for the Review Board in each unit must be conducted before October 15 and are supervised by the appropriate dean. Review Board members must hold the rank of professor or associate professor, be tenured, and have at least five years of full-time academic experience on university faculties. Members of the Review Board may not be a candidate for promotion nor hold an administrative position at the level of department chair or higher. A nominating committee composed of the dean and all department chairs prepares a slate of at least two qualified nominees prior to October 1. Tenured and tenure-earning faculty not on termination notice are eligible to vote in URB elections. The term of office is two years and is staggered among the members. The deans notify the provost of the results of the election, and the provost convenes the URB which chooses a chair from its members.

Chair: Elected from among the members.

Current Membership: Dr. Ravi Patnayakuni, BA, 15
Dr. Phillip Farrington, ENGR, 15
Dr. Jim Miller, SCI, 14
Dr. Jill Johnson, LBAR, 15
Dr. Pam O'Neal, NUR, 15

Administrative Council Liaison: Provost & Executive V.P., Academic Affairs

USE OF HUMAN SUBJECTS COMMITTEE

(Institutional Review Board)

Charge:

To insure compliance with the Federal Government established special regulations Title 45 of the Code of Federal Regulations Part 46 to assure the safety of all human subjects involved in research.

Composition: Total 9 – ex officio 1, Other 8

Term: Indefinite

Selection: University Counsel
Five faculty members appointed by the V.P., Research
One member of the local (non-university) community appointed by the V.P. for Research

Chair: Dr. Pam O’Neal
Appointed by the V.P. for Research

Current Membership: Dr. Pam O’Neal, NUR, Chair
Dr. Jeff Neuschatz, LBAR
Dr. Chris Allport, BA
Dr. Krishnan Chittur, ENGR
Dr. Roy Magnuson, SCI
Ms. Kathy Newman, NUR
Dr. Timothy Stewart, Community Appointment
Mr. John Cates, University Counsel

Ms. Felecia Troupe, Assoc. Dir., Sponsored Programs, ex officio

Administrative Council Liaison: V.P., Research