Standing Committees of the Faculty Senate

A. Faculty Senate Agenda Committee

This Committee consists of the Vice Chair of the Senate who will act as chair of the Committee; the Secretary of the Senate who will be its secretary; and four additional Senators elected annually by the Senate from among the elected members of the Senate. The election of the Agenda Committee shall take place in the spring semester preceding the academic year of its incumbency. After the annual Senate elections have been completed, the existing Agenda Committee shall call the Senators-designate to an organizational meeting for the sole purpose of electing the Agenda Committee for the forthcoming academic year. The officers of the existing Senate shall conduct the organizational meeting. The new Agenda Committee and the new Senate shall succeed to their responsibilities on July 1 or earlier with the agreement of the prior year’s Agenda Committee.

1) This Committee arranges the agenda for all Senate meetings, submits all assignments to standing committees, and establish ad hoc committees for special studies whenever necessary. An item of business may, however, be brought before the Senate for discussion without approval of the Agenda Committee if (i) a motion to do so is made and seconded, in writing, directly to the presiding officer of the Senate, and (ii) a majority of the Senate agrees to the discussion. The item shall then become an item of business at the next succeeding meeting.

2) All Senate committees are responsible to the Agenda Committee and must submit their reports to it for review before presentation to the Senate. The Agenda Committee will have the right to return reports to committees if it feels it necessary.

3) The Agenda Committee also provides a regular channel for consultation and communication between the faculty and administration in matters of new programs, planning, and University policy by meeting regularly with the President and the Provost of the University.

4) The Agenda Committee shall be represented by one or more of its members on University-level committees that affect the academic endeavors of the University, including those dealing with issues such as financial planning and technology policy, and shall encourage the participation of other faculty members on these bodies.

5) The Agenda Committee meets at least once each year with the Academic Affairs Committee of the Board of Trustees to report on Senate actions and issues coming before the Senate, and to discuss matters of mutual concern. By mutual agreement, the committees may hold more frequent meetings.

6) At each Senate meeting the Agenda Committee shall present an oral or written report briefing the Senate on its activities.

B. Committee on Academic Policy

This Committee consists of the Provost or their designee and five full-time faculty members appointed annually by the Agenda Committee. At least one of its members shall be a member of the Faculty Senate.

\footnote{Passed by the Faculty Senate on 26 February 2014 by a vote of 31-0-3 and ratified by the Teaching Faculty by a vote of 154-16-1. Approved by the Board of Trustees, June 13, 2014}
1) This Committee is concerned with questions of basic academic and research policy on an institutional level, including teaching loads, research procedures, academic requirements, classroom instruction, and all matters that pertain to classroom and laboratory activities.

2) This Committee shall also consider any academic matter or proposed program brought before the Senate that deals with relationships between the Colleges or involves more than one College.

C. **Committee on Enrollment and Admissions Policy**

This Committee consists of five full-time faculty members appointed annually by the Agenda Committee, and an administrator appointed by agreement between the Provost and the Agenda Committee. At least one of the faculty members shall be a member of the Faculty Senate.

The Committee will maintain regular communication with University-wide planning committees.

1) This Committee deals with questions concerning enrollment management policy, admission goals and standards, and policy regarding recruitment and retention of students.

2) This Committee will prepare annual recommendations concerning improvements in admission standards, recruitment practices, enrollment management practices, and related areas.

D. **Committee on Faculty Development**

This Committee consists of five full-time faculty members appointed annually by the Agenda Committee. At least one of its members shall be a member of the Faculty Senate. No members of the University administration may serve on this committee in any capacity.

This Committee is concerned with the rights and status of faculty personnel, including standards of tenure, promotion, and advancement for University faculty; and questions of professional development, academic freedom, and economic welfare.

E. **Committee on Financial Affairs**

This Committee consists of five full-time faculty members appointed annually by the Agenda Committee. At least one of its members shall be a member of the Faculty Senate.

1) This Committee is concerned with all questions related to financial affairs of the University, including institutional surveys, reviews and recommendations on budgeting, and financial policies of the University.

2) This Committee shall prepare annual recommendations for the improvement of faculty salaries and fringe benefits.
F. Committee on Athletics

The President appoints a Faculty Representative to the NCAA with the advice and consent of the Senate Agenda Committee.

1) This Committee is concerned with all matters of University policy regarding intercollegiate athletics as they relate to the University's academic mission and the academic progress of student athletes.
2) This Committee will work with the Vice Provost for Undergraduate Education, Athletic Director, Compliance Officer, and Registrar to assure that proper academic standards are being met, that proper academic advising and support services are being provided, and to recommend policies for academic standards that meet or exceed those set by the NCAA.

G. Administrator Evaluation Oversight Committee

This committee consists of three full-time faculty members and two administrators appointed by the Senate Agenda Committee.

1) This Committee oversees and receives for review evaluations of the Provost, academic deans and Unit chairpersons. These evaluations are conducted on a regular schedule, typically every three years. The timetable for such evaluations shall be maintained by the Office of the Provost and shall be provided annually to the Committee. Evaluations are performed in accordance to rules and procedures passed by the Faculty Senate on January 30, 2013 and approved by the Provost on March 12, 2013.
2) This Committee appoints the faculty members who serve on the administrator evaluation teams, develops and provides evaluation guidelines, materials, and regulations for the teams, sets evaluation schedules and deadlines for the reports, reviews the outcomes, and submits the reports to the Senate Agenda Committee for final review and appropriate distribution.
3) Based on its reviews, the Committee may also make recommendations to the Senate Agenda Committee, to the Provost, or to appropriate Vice Presidents on changes in procedures and/or evaluation instruments as deemed necessary.

H. Library and Information Collaboration Committee

This Committee consists of seven full-time faculty members from across the University who collectively utilize the range of Library/Information Collaboration resources and services. In addition, the Dean of the University Libraries/Vice Provost for Information Collaboration shall serve as an ex officio member. To facilitate continuity of policies and responsiveness to faculty needs with respect to information resources, delivery, and utilization across the University, the Committee shall establish continuing liaison with the Senate's Standing Academic Policy, Information Technology Policy, and Research Policy Oversight Committees.

The Committee shall be concerned with policy issues involving strategic planning and infrastructure/resource adequacy to ensure broad, deep, and maximally available sources of scholarly information for the entire Northeastern community, and to guide services around the creation of new knowledge by that community. The Committee shall assess information resources within and beyond the library system and shall review and recommend services that aid in the full lifecycle of student and faculty learning, research, and publication. The committee shall also consider and recommend new platforms and mechanisms that forge new collaborations and discoveries, especially across the colleges, schools, and campuses of the university.
I. Information Technology Policy Committee

This committee consists of nine full-time faculty members appointed by the Senate Agenda Committee and three administrators, one of whom is appointed by the Provost, one by the Senior Vice President for Enrollment Management and Student Life, and one by the Senior Vice President for Administration and Finance. The Vice President for Information Systems serves as an ex officio member. Membership also includes two students, one appointed by the Student Government Association and one by the Graduate and Professional Student Association.

This Committee shall be concerned with all questions relating to the development, maintenance, security, and availability of information systems and infrastructures.

The Committee periodically reviews information systems priorities, policies, resources, and operations and, based on these reviews, makes recommendations concerning activities that may improve operations or enhance the seamless flow of data and information to the communities that depend on it.

The Committee also makes recommendations to the Senate Agenda Committee, the administrative head of Information Systems, or to others in the administration (as appropriate) on matters concerning operations, resources, or policies.

J. Research Policy Oversight Committee

This Committee is composed of nine research-active, full-time faculty faculty members appointed for staggered three-year terms jointly by the Senate Agenda Committee and the Provost. In addition, the Vice Provost for Research shall serve ex officio on the Committee.

The Committee will review and assess the direction and implementation of the University’s research mission, advocate for its needs, review periodically and make recommendations on its research resources, infrastructures, and policies, serve as a research "ombuds-body" to address structural impediments and faculty complaints, and work with the Provost, the Senior Vice President for Administration & Finance, the Senior Vice President for Institutional Advancement, and the President to insure the best possible environment for research and scholarship.

K. Full-time Non-Tenure-Track Faculty Committee

This Committee is appointed by the Senate Agenda Committee and is composed of full-time, non-tenure-track faculty members from all colleges, including the College of Professional Studies. This Committee will address the issues, needs, and concerns of full-time non-tenure-track faculty members.