

COEHS and University Committees - Working Document 2017-2018

1.6.1 General Operating Principles of Collegiate/School Standing Committees (*Faculty Handbook*)

- 1.6.1.1 The dean shall keep and maintain a current list of all standing committees and other college/school-wide committees. At a minimum, the list shall contain the name, special instructions, purpose, and membership of each committee.
- 1.6.1.2 Elections to standing committees shall be held prior to May 1 of each year. Representatives to a committee shall be elected for a one-year term, beginning August 1.
- 1.6.1.3 The election of representatives shall be conducted by each academic department and the library individually.
- 1.6.1.4 The faculty of a college/school may choose to combine the functions of two or more committees. In addition, the faculty of a college/school may choose to select an alternative name for any committee described in 1.6.1.3.
- 1.6.1.5 Each committee shall have the authority to form subcommittees for the purpose contained in the charge to that committee and to invite other members of the university community to meet with the committee.
- 1.6.1.6 All committee meetings shall be open except for executive sessions.
- 1.6.1.7 Each College committee shall maintain minutes of meetings, with copy filed in dean's office for posting to http://coehsnet.murraystate.edu/shared_governance/

COLLEGE COMMITTEES

College Committees	2017-2018 Members		Committee Criteria
	Members	Term	
Admission to Teacher Ed Committee	Alesa Walker (TES) (Chair)		<u>Purpose</u> <ol style="list-style-type: none"> Review positive and negative flags issued to students. Make a recommendation for a plan of action for students and issue negative flags if warranted. Approve, deny, or rescind admission to teacher education and student teaching based on the severity of negative flag(s) Make recommendations to director and dean concerning operation and function of Teacher Education Services <u>Members</u> <ol style="list-style-type: none"> Faculty in COEHS appointed by dean, with one representative from each undergraduate teacher certification program and others from college faculty as dean may wish The Director of Teacher Education Services will serve as the chair of this committee One teacher and one administrator, both graduates from Murray State, from area public schools appointed by dean, after consultation with chairperson and Director of Teacher Education Services Terms of members of committee shall for three years and members may be reappointed <u>Procedures</u> <ol style="list-style-type: none"> Meet once (minimum) each semester at times set by committee, after consultation with director, and other times as needed and called by director Administrative Assistant to Director of Teacher Education Services shall act as secretary to committee
	Susan Edington (ECE)	2019	
	Renee Campoy (ACS)	2020	
	Jeanetta Riley (ECE)	2018	
	Miguel Gomez (ACS)	2019	
	Alison Epperson (ACS)	2019	
	Jamie Mahoney (ACS)	2020	
	Aimee Herzog-Gruber	2020	
	Justin Brogan	2020	
	Kemaly Parr (ACS)	2019	

	Amy Turner, Principal, Calloway County MS Natalie Souders Wilson (Murray City Schools) Carol Allen (secretary to the committee)	2020	<ol style="list-style-type: none"> 3. Director of Teacher Education Services, not a voting committee member, shall be present at all meetings at which admission criteria are discussed and positive and negative flags are reviewed, and no action by committee on applications shall be made without recommendation from director 4. Faculty member, who is not a committee member, may represent faculty members of committee by written proxy that is provided to committee secretary. Public school teacher or administrator, who is not a committee member, may represent public school committee member by a written proxy provided to committee secretary. Committee member shall not be proxy of another member 5. With approval of committee, chairperson may appoint other college faculty members to subcommittees, to work with an applicant who has been denied or to facilitate other action of Admission to Teacher Education Committee 6. Committee shall maintain minutes of meetings, with copy filed in dean’s office for posting to http://coehsnet.murraystate.edu/shared_governance/
College Appeal and Grievance Committee	Eric Umstead (ACS) Kristina Buttrey (ACS) Stephanie Hendrith (ECE) Jessica Branch (ECE) Brian Bourke (ELC) Landon Clark (ELC) Kelly Kleinhans (CDI) Karen Coulter (CDI) Daniel Hepworth (CLHS)	2019 2020 2020 2019 2018	<p><u>Purpose</u></p> <ol style="list-style-type: none"> 1. Review all formal student, staff, and faculty grievances and make recommendations for their resolution to appropriate administrative level. A grievance is college-related problem or condition, which student, staff, or faculty believe to be unfair, inequitable, discriminatory, or a hindrance to that individual's effective performance and which cannot be informally resolved between parties involved 2. Academic appeals (Suspension Appeal and/or Grade Appeals) by students will be referred to the University Academic Appeals Committee and will not be handled by this College committee. More information on Academic Appeals can be found in the University's <i>Academic Bulletin</i> <p><u>Membership</u></p> <ol style="list-style-type: none"> 1. Two faculty members appointed by the chair of each department with staggered terms of three academic years 2. One staff member selected by the dean for a term of three years 3. One graduate student 4. No faculty member who is party to grievance under consideration shall serve on committee until member’s matter is resolved. Under those circumstances other committee members will function as committee of the whole; another faculty member shall not be selected to replace the missing member <p><u>Procedures</u></p>

	Mike Gowen (CLHS) Tressa Ross (Professional Staff) Megan Smetana (CDI)		<ol style="list-style-type: none"> 1. Incumbent chairperson shall convene committee at beginning of academic year for purpose of electing chairperson. Outgoing (or re-elected) chairperson shall formally notify dean of new chairperson no later than September 15 2. If the appeal and/or grievance is brought by a student, a student will be appointed by the dean to serve on an interim basis 3. Submit recommendations to dean 4. Committee shall maintain minutes of meetings, with copy filed in dean's office for posting to http://coehsnet.murraystate.edu/shared_governance/. Minutes should be redacted of any personal information to ensure the privacy of all
College Diversity Action Committee	Samir Patel (ELC) Cindy Clemson (ACS) Cory Brown (ECE) Susan Brown (CDI) Raymond Sims (ACS) Peg Pittman-Munke (CLHS)	2020 2018 2019 2020 2020	<p><u>Purpose</u></p> <ol style="list-style-type: none"> 1. To implement and monitor the College's Diversity Action Plan 2. To recommend professional development opportunities for COEHS students, faculty, and staff in the area of diversity and multiculturalism <p><u>Membership</u></p> <ol style="list-style-type: none"> 1. One member from each department, selected by the department chair; other members appointed by the dean 2. Three-year staggered terms <p><u>Procedures</u></p> <ol style="list-style-type: none"> 1. Committee shall meet at dates and times established by members but a minimum of once per academic year. Chairperson may call additional meetings 2. Chairperson shall convene committee at beginning of academic year to elect chairperson for that year and to develop an annual program of work. Outgoing, or re-elected, chairperson shall notify dean with name of chairperson for new academic year no later than September 15 3. Committee shall maintain minutes of meetings, with copy filed in dean's office for posting to http://coehsnet.murraystate.edu/shared_governance/
College Policy and Review Committee for Educational Certification and Accreditation	Robert Lyons, Assistant Dean (Chair) Alesa Walker (TES)	2019	<p><u>Purpose</u></p> <ol style="list-style-type: none"> 1. Review of all programs that lead to certification under Educational Professional Standards Board (EPSB) as well as proposals for modifications to such programs. This review shall be for purposes ensuring that such programs and/or their modifications satisfy criteria established by appropriate certifying or accrediting agencies

	<p>Janine Duncan (ACS) Jamie Mahoney (ACS) Randy Wilson (ELC) Rebecca Pender Baum(ELC) Dusty Reed (ECE) Cory Brown (ECE)</p> <p>School administrator</p> <p>School teacher</p> <p>Rep from each college with a certification program</p>	<p>2020 2020 2019 2018</p>	<ol style="list-style-type: none"> 2. Establish policy, subject to approval by Dean of College of Education and Human Services, for admission and retention procedures in all graduate and undergraduate certification programs. Shall review departmental criteria for admission and retention of students to determine if such criteria satisfy standards established by appropriate certifying or accrediting agencies 3. Establish policy and procedures for admission and retention of students in student teaching and other professional field experiences/internships <p><u>Membership</u></p> <ol style="list-style-type: none"> 1. Committee members as follows: <ol style="list-style-type: none"> a. two members from Adolescent and Career Education Department b. two members from Early Childhood and Elementary Education Department c. two members from Educational Studies, Leadership and Counseling Department d. one member from Center for Communication Disorders e. one representative from each college or school in university that has teacher certification program(s) f. one teacher, who is graduate of Murray State, representing public elementary or secondary schools g. one administrator, who is graduate of Murray State, representing public schools h. Director of Teacher Education Services shall be ex-officio, voting member i. Assistant Dean of College of Education shall serve in an ex-officio capacity and be chairperson of the committee, who will vote only as tie breaker j. Three year staggered terms 2. Selection of Committee Members: <ol style="list-style-type: none"> a. Committee members will be selected at the departmental level b. University members from other than College of Education and Human Services shall be selected by that college dean or the respective department chair and must be significantly involved in and committed to teacher education c. Committee chairperson, with input from committee members, shall appoint teacher and administrator 3. While no student members serve on Policy and Review Committee, chairperson shall ascertain appropriate involvement of students for proposals submitted to committee. Appropriate involvement may include students attending committee meetings <p><u>Procedures</u></p>
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College Promotion and Leave Committee	Marty Dunham (ELC)	2018	<u>Purpose</u> <ol style="list-style-type: none"> 1. Review all leave and promotion applications to ensure due process has been followed 2. Make promotion recommendations and notify applicants of recommendations. Appropriate official promotion forms should be completed. Forward recommendation to dean 3. Make leave recommendations and notify applicants of recommendation. Forward recommendation to dean <u>Membership</u> <ol style="list-style-type: none"> 1. One faculty member holding the rank of Full Professor from each department within the college, excluding chairs, shall be elected from each department with staggered terms of three academic years in order of ACS, ECE, ELC, CLHS, and CDI. Should a department have no Full Professors, then Associate Professors in that department shall be eligible for election. Should a department have no Associate Professors, then Assistant Professors in that department shall be eligible for election 2. Dean shall select chairperson 3. Should any member to this committee be candidate for promotion or leave, member shall not be eligible to serve during that consideration and shall be temporarily replaced by dean from among faculty of candidate’s department <u>Procedures</u> <ol style="list-style-type: none"> 1. Committee shall maintain results of the meetings, with copy sent to dean 2. Submits recommendations to dean 3. Committee shall maintain minutes of meetings, with copy filed in dean’s office for posting to http://coehsnet.murraystate.edu/shared_governance/. Minutes should be redacted of any personal information to ensure the privacy of all
	Renee Campoy (ACS)	2020	
	Sharon Hart (CDI)		
	Bonnie Higginson (ECE)	2018	
	Bertus Ferreira (CLHS)	2020	
College Tenure Committee	Joe Debella (ACS)	2018	<u>Purpose</u> <ol style="list-style-type: none"> 1. Review all tenure applications to ensure due process has been followed 2. Make tenure recommendations, based on the appropriate policy guidelines and notify applicants of recommendations
	Jeanetta Riley (ECE)	2017	
	Alan Bakes (ELC)		

	Sharon Hart (CDI) Judy Brookhiser (CLHS) At large- Election is underway	2018	3. Appropriate official tenure forms should be completed. Forward recommendation to dean <u>Membership</u> 1. One tenured faculty shall be elected from each department for three academic years in staggered terms 2. One tenured faculty shall be elected at large in college for term of three academic years 3. The dean will select the chair of this committee. The Chair shall serve for one academic year but may be appointed to continue as Chair in subsequent years with dean's approval. In the event that a regular member must leave the committee during his/her appointment, the dean must designate a new member to complete the term <u>Procedures</u> 1. Committee shall maintain minutes of all meetings, with copy filed in dean's office for posting to http://coehsnet.murraystate.edu/shared_governance/ . Committee shall redact all personal information in their minutes
College Strategic Planning Committee	David Whaley (Ex-officio) Kemaly Parr (ACS) Teresa Clark (ELC) Kelly Kleinhans (CDI) Peg Pittman- Munke (CLHS) Christina Grant (ECE) Tami Dandeneau (Professional Staff)	2019 2019 2018	<u>Purpose</u> 1. Develop College Strategic Plan and operationalize this plan within the college 2. Monitor and update the Strategic Plan as needed 3. Provide direction and establish specific goals for future plans of the COEHS <u>Membership</u> 1. One faculty member from each department selected by the chair 2. One professional staff member 3. Three year staggered terms 4. Committee should meet as needed and with the minimum of one meeting per academic year 5. Committee shall maintain minutes of meetings, with copy filed in dean's office for posting to http://coehsnet.murraystate.edu/shared_governance/
College Technology	Jennifer Earls, Director of KATE (Chair)		<u>Purpose</u> 1. Provide oversight to college technology needs

Oversight Committee	Sarah Merimee (ACS) Dusty Reed (ECE) Jasmine Young (CDI) Jeff Wiley (CLHS) Alesa Walker (TES) Paige Rogers (Professional Staff) Eric Rich (KATE) Cooper Levering (KATE) Brian Bourke (ELC)	2020 2017 2020	<ol style="list-style-type: none"> 2. Set priorities and guidelines for expenditure of budgeted funds to address instructional and administrative objectives of the College 3. Annually review and update the long-range technology plan for the college 4. Serve as an advisory council at the request of the dean for matters related to technology <p><u>Membership</u></p> <ol style="list-style-type: none"> 1. Department chairs shall each select one faculty member 2. Two staff members who are members of KATE 3. Terms are staggered three year appointments, with reappointment by department possible 4. KATE Director shall serve on this committee as the committee chairperson 5. College Marketing and Communication Coordinator will serve as committee member 6. Other appointments may be made by the chair, approved by the dean, as needed <p><u>Procedures</u></p> <ol style="list-style-type: none"> 1. The committee will meet a minimum of once per semester. Additional meetings shall occur as established by committee 2. Committee shall maintain minutes of meetings, with copy filed in dean's office for posting to http://coehsnet.murraystate.edu/shared_governance/
College Faculty and Staff Award Committee	Robert Lyons, Assistant Dean (Chair) Miguel Gomez (ACS) Mi-Hwa Park (ECE) Richard Dodson (ELC) Megan Smetana (CDI) Kala Chakradhar (CLHS) Tami	2019 2017 2018	<p><u>Purpose</u></p> <ol style="list-style-type: none"> 1. Committee will establish procedures and criteria for Outstanding Support Staff and Outstanding Published Research Committee or Outstanding Creative Activity 2. Committee will accept applications from faculty and staff who wish to be considered for faculty award for published research or published creative activity and for staff award for outstanding services and who to submit as recommendation to the Dean. The Dean makes the final determination <p><u>Members</u></p> <ol style="list-style-type: none"> 1. One faculty member from each department selected by respective department chairperson to serve three year staggered terms, reoccurring as approved by dean 2. One staff member 3. Assistant dean will serve as chair <p><u>Procedures</u></p> <ol style="list-style-type: none"> 1. Committee reviews applications, and chairperson notifies those who will be considered

	Dandeneau (Professional Staff)		<ol style="list-style-type: none"> 2. Committee listens to presentations of applicants for faculty award, studies required materials presented to committee by applicants, and in private session makes decision 3. Committee chairperson notifies applicants in writing of results, with copy to dean 4. Dean prepares awards and makes presentation to winning faculty and staff applicants 5. Committee shall maintain minutes of meetings, with copy filed in dean's office for posting to http://coehsnet.murraystate.edu/shared_governance/
College Curriculum Committee	Robert Lyons (ex-officio) Cindy Clemson (ACS) Beverly Fort (ECE) Landon Clark (ELC) Susan Brown (CDI) Katherine Hancock (CLHS) Alesa Walker (TES) Public School Teacher	2018 2018	<p><u>Purpose</u></p> <ol style="list-style-type: none"> 1. Consider, review, and recommend undergraduate program proposals in the College of Education and Human Services prior to submission to the Academic Council <p><u>Membership</u></p> <ol style="list-style-type: none"> 1. All full time faculty members are eligible to serve on the committee. Membership will include: <ol style="list-style-type: none"> a. One faculty member from each department, selected by the department chair b. Director of Teacher Education Services c. One public school teacher who is a graduate of Murray State (appointed by dean) d. One public school teacher who is a graduate of Murray State (appointed by dean) e. Faculty terms are for three academic years (staggered terms). Teacher terms are for one year. The committee shall elect a chair at their first regular meeting of the school year. The chair shall serve for one academic year but may be elected to continue as chair in subsequent years with committee approval <p><u>Procedures</u></p> <ol style="list-style-type: none"> 1. Committee shall maintain minutes of meetings, with copy filed in dean's office for posting to http://coehsnet.murraystate.edu/shared_governance/ 2. Recommendations are submitted to the dean 3. Committee will meet as needed.

<p>College Student Awards Committee</p>	<p>Jeanie Robertson, Chair Justin Brogan, ELC Christina Grant, ELE Aimee Gruber, 2+2 campus Kristy Buttrey, ACS Daniel Hepworth, CLHS</p>		<p><u>Purpose</u></p> <ol style="list-style-type: none"> 1. Committee will establish procedures and criteria for student awards, including Outstanding Student Teacher Outstanding Senior, Donald B. Hunter Award, and Truman Whitfield Award 2. Committee will accept nominations from faculty and determine to whom award should be made <p><u>Members</u></p> <ol style="list-style-type: none"> 1. One faculty member selected from each department by the department chair 2. One representative from the 2+2 regional campuses 3. Three-year staggered terms, reoccurring as approved by dean 4. Director of Student Teaching will serve as chairperson <p><u>Procedures</u></p> <ol style="list-style-type: none"> 1. Committee reviews faculty nominations and in private session makes decision 2. Committee chairperson notifies dean and department chairs 3. Department chairs notify award winners 4. Committee maintains minutes of meetings, with copy filed in dean's office for posting to http://coehsnet.murraystate.edu/shared_governance/
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University Committees

University Committees	Membership	Term	Committee Criteria
Faculty Senate	Peter Weber (CLHS)	2018	<p><u>Purpose</u></p> <ol style="list-style-type: none"> The Faculty Senate is empowered by the Board of Regents to act for the university faculty, with delegated authority to advise the President as to formulation and/or review of policies regarding the educational functions of the university. The Faculty Senate is not precluded from making recommendations to the University Academic Council <p><u>Membership</u></p> <ol style="list-style-type: none"> Faculty eligible for membership in the Senate are those members of the instructional/research staff who have been employed on a full-time basis at Murray State University for at least one academic year and whose major regular assignment is instruction of students, including those with released time for research. Chairs of departments are faculty if they have no other administrative title and if a part of their regular assignment is instruction of students Members of the professional library faculty are faculty if they have no other administrative title. The Senate may, by two-thirds majority, waive this requirement for membership in the Senate for any individual. <i>(Amended January, 1989)</i> <p>The Senate shall consist of one delegate elected from and by the faculty of each academic department, including the library faculty; five delegates elected at large, not more than two whom shall be from any one college or academic division; and the faculty member of the Board of Regents as an ex officio, nonvoting member. (Amended April 23, 1986)</p> <ol style="list-style-type: none"> The election of faculty senators shall be by secret ballot among the members of the unit from which they are selected. Elections for at-large senators shall be conducted among the faculty by the Senate. The elections of departmental and at-large senators shall be arranged so that, as nearly as possible, one half of the senators will be elected each year
	Karen Coulter (CDI)	2017	
	Randy Wilson (At-Large)	2018	
	Eric Umstead (At-Large)	2018	
	Joe Debella (Senate President and ACS)	2018	
	Katherine Farmer (Faculty Regent)	2019	
	Greg Gierhart, (ECE)	2019	
Justin Brogan (ELC)	2019		

			<p>5. The regular election of senators shall be held in April of each year for a term of two calendar years beginning on the first day of the following May. Any vacancy which shall occur in the elected Senate shall be filled in accordance with Article III, Section C except that in the event of a vacancy among the at-large senators the President of the Senate may, with the approval of the Senate, appoint a replacement to serve until the next regular election of senators</p>
University Academic Appeals Board	Echo Wu (ELC)	2018	<p><u>Purpose</u> Submits decisions, policies, and/or recommendations to the Provost and Vice President for Academic Affairs as indicated below.</p> <ol style="list-style-type: none"> 1. To adjudicate appeals from students or faculty members relating to decisions made by administrators and/or faculty members on readmissions, grades, and/or credits toward graduation. Such appeals should occur only after all collegiate/school appeals procedures have been followed 2. To adjudicate appeals from students relating to decisions by administrators on suspension or expulsion for academic reasons 3. To make recommendations to the University Academic Council relating to recurring curriculum problems which is not specifically dealt with in current policy and which may prevent some students from being graduated within appropriate time limits as determined by the committee. <p><u>Membership</u></p> <ol style="list-style-type: none"> 1. One faculty member elected from each academic college/school 2. Two student members 3. The Director of Retention 4. Ex-officio, the Registrar who shall serve as Secretary and be non-voting in adjudications.
University Academic Council	Ben Littlepage (ELC) Katy Hancock (CLHS)	2019	<p><u>Purpose</u> The University Academic Council is an agency created to assist the faculty and the administration in the discharge of their responsibilities for academic programs. The University Academic Council may make recommendations to the President of the university on all programs, policies, and other academic matters formulated, reviewed, or considered, unless otherwise directed by the President.</p> <p><u>Membership</u></p> <ol style="list-style-type: none"> 1. Two faculty members selected from each college faculty and the library faculty (for staggered two year terms);

			<p>a. For COEHS, all full time faculty members are eligible to serve on the committee. All changes in appointments will be made at the beginning of each school year. Nominations are solicited by the dean. When multiple persons express interest, each collegiate faculty member votes by secret ballot, for the candidate of their choice.</p> <p>b. In the event a regular member must leave the committee during his/her appointment, the dean must designate a new member to complete the term.</p> <ol style="list-style-type: none"> 2. The Academic Deans 3. Six faculty members, not more than two of whom may be from any one college or the library, selected by the Faculty Senate in accordance with its bylaws 4. A student member from each college selected by the Student Senate in accordance with its bylaws, two graduate students selected in accordance with the bylaws of the Academic Council; and, Murray State University Faculty Handbook 5. The Provost and Vice President for Academic Affairs, who shall serve as Chair
University Assessment Committee	Peter Weber TBD	2018	
University Committee for Institutional Studies and Research (CISR)	Mi-Hwa Park Teresa Clark	2017 2019	<p><u>Purpose</u></p> <ol style="list-style-type: none"> 1. To evaluate faculty research and/or graduate student research proposals and determine allocations of institutionally sponsored research funds <p><u>Membership</u></p> <ol style="list-style-type: none"> 1. Two faculty members representing separate disciplines, appointed by the dean of each academic college 2. one faculty member appointed by the dean of each school 3. one faculty member appointed by the Dean of the University Libraries 4. ex-officio, the Associate Provost for Graduate Education and Research 5. For the COEHS, all full time faculty members are eligible to serve on the committee. All changes in appointments will be made at the beginning of each school year. Appointees serve a minimum of three years. Appointees may serve longer than three years if he/she wishes to continue. Appointees will be from two different departments within the College
University Council for	Cory Brown Jennifer Earls	2019	<u>Purpose</u>

Faculty Development			<ol style="list-style-type: none"> 1. To serve as a forum for broad-based discussions 2. To help provide direction, establish overall goals, and set priorities for faculty development initiatives 3. To advise the Office of Technology Support and Consulting Services. <p><u>Membership</u></p> <ol style="list-style-type: none"> 1. One faculty member from each academic college/school and the University Libraries, appointed by the Provost and Vice President for Academic Affairs from nominations by the deans 2. A Faculty Senate representative 3. The Directors of the Office of Technology Support, Consulting Services and the Office of Sponsored Programs 4. The CISR Chair 5. The Director of Undergraduate Research and Scholarly Activities 6. The Director of the Institute for International Studies 7. The KATE Director 8. The Associate Provost for Graduate Education and Research serves as Chair
University Honors College Committee	Appt by Director of Honors College		<p><u>Purpose</u></p> <ol style="list-style-type: none"> 1. Screens, interviews, and selects the scholarship applicants who qualify to attend the Academic Excellence recognition events and recommends guidelines for Honors College members, including course offerings and faculty <p><u>Membership</u></p> <ol style="list-style-type: none"> 1. One faculty member selected by the Provost and Vice President for Academic Affairs upon recommendation of the Director of the Honors College <p><u>Submits</u></p> <ol style="list-style-type: none"> 1. Recommendations to the Director of Honors College
University Information Technology Advisory Committee (ITAC)	Dusty Reed Jennifer Earls	2017	<p><u>Purpose</u></p> <ol style="list-style-type: none"> 1. To recommend information technology policy and procedures 2. To study and recommend information technologies vital to the discovery, collection, and communication of knowledge 3. To recommend technologies essential to the increased productivity required in the administration of higher education <p><u>Membership</u></p>

			<ol style="list-style-type: none"> 1. One faculty member from each academic college/school and the University Libraries, appointed by the respective dean 2. A representative from Regional Academic Outreach 3. Five members of Information Systems, appointed by the Chief Information Officer 4. Eight administrators, appointed by the Vice Presidents (two from each Vice Presidential area) 5. One student member 6. The Chief Information Officer serves as Chair
University Institutional Review Board	Marty Dunham (ELC)		
University Insurance and Benefits	Randy Wilson (ELC)	2018	<u>Purpose</u> <ol style="list-style-type: none"> 1. To evaluate and make recommendations concerning group health and life insurance and other benefits for faculty and staff <u>Membership</u> <ol style="list-style-type: none"> 1. One faculty member elected from each academic college/school and the University Libraries; an equal number of representatives selected by the Staff Congress; and, ex-officio, the Director of Human Resources and the Director of Procurement Services
University Judicial Board	Ben Littlepage (ELC)	2018	<u>Purpose</u> <ol style="list-style-type: none"> 1. To hear cases in which suspension or expulsion might eventually result 2. To act as appellate court in cases passed on to it by the Offices of Academic Affairs and/or Student Affairs <u>Membership</u> <ol style="list-style-type: none"> 1. Three members of the Student Judicial Board chosen by a random drawing for each hearing by the Chair of that board; 2. Three faculty members elected by the faculty as a whole #-year term; and 3. One administrative staff member appointed by the President for a one-year term.
University Promotion and Leave	Marty Dunham (ELC)	2018	<u>Purpose</u> <ol style="list-style-type: none"> 1. To review recommendations for promotion, sabbaticals, and leave without pay to the Provost. <u>Membership</u>

			<ol style="list-style-type: none"> 1. One faculty member from the COEHS holding the rank of full professor shall serve on this committee. Appointment is made by the dean with nominations from the chairs. Terms are for three years which can be renewed
University Tenure Committee	Lynn Patterson	2020	<p><u>Purpose</u></p> <ol style="list-style-type: none"> 1. To review tenure recommendations, consider appeals and make recommendations to the President 2. To write an annual report to the President of the university concerning areas of the university in which policy, procedures, or guidelines have not been followed 3. To advise the Provost, at his or her request, of the University Tenure Committee's interpretation of the Appointment and Tenure Policies in any instance where various interpretations may arise 4. To notify the Faculty Senate concerning recurring problems with the Tenure Policy, procedure and guidelines <p><u>Membership</u></p> <ol style="list-style-type: none"> 1. One tenured faculty member from the COEHS shall serve on this committee. Appointment is made by the dean with nominations from the chairs 2. Term is for three years
University Research Policy Committee	Rebecca Pender Baum (ELC)	2019	<p><u>Purpose</u></p> <ol style="list-style-type: none"> 1. A faculty advisory committee to the Provost and Vice President for Academic Affairs on research, scholarship, and creative activities of the MSU faculty. Submits recommendations to the Provost and Vice President for Academic Affairs on university policies to strengthen the research environment on campus <p><u>Membership</u></p> <ol style="list-style-type: none"> 1. One faculty member from each academic college/school and the University Libraries selected by the Provost and Vice President for Academic Affairs 2. One Sigma Xi faculty member 3. The Director of Sponsored Programs 4. The Director of Undergraduate Research and Scholarly Activities
University Studies Committee	Sharon Hart Kelly Rogers		<p><u>Purpose</u></p> <ol style="list-style-type: none"> 1. Submits recommendations to the Provost and Vice President for Academic Affairs. Chaired by the Director of the University Studies Program 2. Monitor the content of the university studies courses to assure compliance with the educational goals of the university

			<ol style="list-style-type: none"> 3. Review all course proposals and guidelines designed for university studies and makes appropriate recommendation to the Undergraduate Studies Committee of the Academic Council. Recommend, as appropriate, the addition and deletion of courses from university studies; <i>Murray State University Faculty Handbook</i> as approved by the MSU Board of Regents June 5, 2015 4. Design or adopt assessment instruments to measure the effectiveness of the university studies program 5. Sponsor faculty development seminars for individuals assigned to teach in the university studies program 6. Institute strategies that encourage faculty collegiality and appreciation for all programs among faculty, staff, and students 7. Conduct a general review of the structure of the university studies program every six to ten years <p><u>Membership</u></p> <ol style="list-style-type: none"> 1. One faculty member appointed by the dean of each academic college/school 2. One faculty member appointed by the dean of the University Libraries 3. One faculty member from each academic college appointed by the Provost and Vice President for Academic Affairs from a list of candidates provided by the academic college. 4. The Director of the University Studies program serves as chair
University Undergraduate and Research Scholarly Activities (URSA) Advisory Board	Janine Duncan Karen Coulter		<p><u>Purpose</u></p> <ol style="list-style-type: none"> 1. To advise and oversee the programs of the Office of Undergraduate Research and Scholarly Activities. <p><u>Membership</u></p> <ol style="list-style-type: none"> 1. Two faculty members appointed from the Provost with input from the dean <p><u>Submits</u></p> <ol style="list-style-type: none"> 1. Recommendations to the Director of Undergraduate Research and Scholarly Activities
University Commencement Committee	Paul Lucko		<p><u>Purpose</u></p> <ol style="list-style-type: none"> 1. To be responsible for commencement ceremonies 2. To review nominations and recommend individuals for honorary degrees <p><u>Membership</u></p> <ol style="list-style-type: none"> 1. One faculty member per academic college/school selected by the dean 2. In a non-voting capacity, the Associate Provost for Undergraduate Education

University Intercollegiate Athletic Cmte	Eric Umstead		
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