

REPORT OF THE EXECUTIVE COMMITTEE
September 21, 2017

Restructuring of the Standing Committees of the Senate

Changes to the By-Laws of the Faculty Senate

Existing descriptions of the standing committees of the Senate can be found in the By-Laws of the Faculty Senate, Section 4. Powers and Duties of Committees.

http://web.uri.edu/manual/appendices/appendix-c-by-laws-of-the-faculty-senate/#4_2

Proposed changes start with Section 4.13:

4.13 Unless specified otherwise, each committee shall be comprised of six faculty members, one of whom shall serve as chairperson, and two three students, one two undergraduates and one graduate student.; tThe faculty members of standing committees shall serve for three-year terms of two years, and shall be appointed on a staggered basis from the time of their approval until the first meeting of the Senate in the fall three years afterwards. Committee chairs shall serve for two years in that capacity., three one year and three the following year. Similarly, the committee chairs shall be staggered so that approximately one-half are named each year. The s Student members shall serve for one year and shall be eligible for appointment to a second term. TheyStudents shall be appointed, respectively, by the Student Senate and by the Graduate Student Association. Committee chairs or the Faculty Senate Executive Committee may request that the University administration make available those administrators and/or staff members whose expertise is aligned with the work of the committees to act as liaisons to committees as needed. Administrator and/or staff liaisons may advise committee members regarding the work of the committee but shall not be considered committee members.

4.14 Each committee shall meet at least once a semester unless otherwise specified. Carrying out committee work electronically is permissible. The members of standing committees shall serve for two-year terms on a staggered basis from the time of their approval until the first meeting of the Senate in the fall two years afterwards.

4.15 The Chairperson shall be responsible for preparing the agenda and calling the meetings. Another member of the committee shall be responsible for recording minutes and submitting them to the Office of the Faculty Senate upon approval.

4.165 Each committee shall provide a brief informational report at the October meeting of the Faculty Senate outlining its goal(s) for the coming year. Each committee shall present a report of its activities to the Faculty Senate submit to the Senate Executive Committee at least once a year as indicated in the description of the committee charge. written report of its activities.

4.176 Committee reports to be placed on the agenda for a regular Senate meeting must be submitted to the Executive Committee at least seven days in advance of the Executive Committee meeting preceding the Senate meeting at which said reports are to be considered for inclusion on the agenda, and shall be distributed with the agenda to members of the Senate.

Sections 4.20 – 4.22 and 4.26 – 4.88 are proposed to be changed so significantly that only the proposed amended language is presented here (refer to the text found at link above for existing language).

The language in Section 4.25 remains unchanged; however, the number of section 4.25 is proposed to be changed to 4.70.

4.20 The Curriculum and Standards Committee (henceforth referred to as “full committee”) shall also comprise two subcommittees, the General Education Subcommittee and the Academic Calendar Subcommittee. Each subcommittee shall comprise three faculty members serving on the full committee and three additional faculty members appointed {or elected?} on a staggered basis. The chairs of the subcommittees shall be appointed {or elected?} from the members of the full committee. The full committee’s undergraduate student member shall also serve on the General Education Subcommittee; the full committee’s graduate student member shall also serve on the Academic Calendar Subcommittee. An additional undergraduate student shall be appointed to serve only on the Academic Calendar Subcommittee. The full committee shall consider and make recommendations to the Faculty Senate on the items specifically assigned to it (see By-laws 4.21 to 4.25). The two subcommittees shall consider and make recommendations to the full committee on the items specifically assigned to them (see By-laws 4.27 and 4.28). The full committee may modify these recommendations prior to submitting them to the Faculty Senate, or disapprove of them without submitting them. The full committee shall meet at least once a month and present reports to the Faculty Senate as often as necessary.

4.21 Curricular Matters: The full committee shall study and make recommendations to the Faculty Senate (or return the matters unapproved, with comments, to the units from which they originated) on the following matters referred to it by the various colleges, schools, the Faculty Senate or its Executive Committee, the Administration, or from another authoritative source: The establishment, abolition, division or merger of colleges and schools of the University, at the undergraduate and graduate level; the establishment, modification, or abolition of general policies concerning academic requirements such as are included in Chapters 3, 5, and 8 of the University Manual; the establishment or abolition of undergraduate degrees or credit certificates awarded by the University in any of its divisions; the establishment, abolition, division or merger of departments of instruction, or other units or areas affecting instruction; the establishment, at the undergraduate level, of new experimental and interdisciplinary instructional programs not confined to one college; the establishment of interdisciplinary minors; the establishment, modification, or abolition of curriculums or programs of study leading to degrees or credit certificates at the baccalaureate level as well as the offering of existing undergraduate degree programs at the Providence campus, with due regard to requirements for accreditation when applicable; the creation, modification, or abolition of Bachelor of Interdisciplinary Studies concentrations; consider, in accordance with 8.20.62, options within major fields of study and recommend their establishment to the Faculty Senate if approved by the committee; consider and vote on exceptions to the P/F option for courses that do not fall under this option if this is requested by a college, and recommend the exception to the Faculty Senate if approved by the committee; the introduction, modification or abolition of individual courses intended primarily for undergraduate instruction; the approval of new and existing courses for general education if in the committee’s view, the outcomes proposed for the courses are clearly appropriate (if there is doubt about this, the course(s) shall be referred to the General Education Subcommittee for resolving this matter). No items of this nature (or of the items mentioned below or assigned to one of the

¹ Whether “appointed” or “elected” depends on the final decision the Senate is going to make on how the committees are constituted.

² We still must decide how committee chairs, including subcommittee chairs, are “determined” (see previous footnote).

subcommittees) may be approved by the Faculty Senate in the absence of a review by the full committee, except for the item mentioned at the end of 4.28.

4.22 Academic Standards: The full committee shall study all matters pertinent to the establishment and maintenance of high academic standards that may be referred to it by the Senate, the Senate Executive Committee, or other agencies; propose improved regulations and practices related to academic standards; observe the effects of rules for dismissal of students for academic reasons; review periodically the academic standards, rules, and procedures in the University Manual and make recommendations concerning them to the Faculty Senate; make policy recommendations to the Faculty Senate on all matters pertaining to the University College for Academic Success other than advising; and review and evaluate standards and policies concerning recruitment, admissions, and yield, except for the establishment of annual admissions targets which is the responsibility of the Provost and Vice President for Academic Affairs.

4.23 Expediency: The full committee shall recommend procedures that permit matters within its jurisdiction or the jurisdiction of its subcommittees to be handled expeditiously.

4.24 Taking initiative: The full committee may also initiate action on matters within its jurisdiction or the jurisdiction of its subcommittees by referring them to the faculties of the colleges and/or schools concerned.

4.25 Liaison: The full committee shall maintain liaison with administration offices such as the University College for Academic Success, the School of Professional Studies, and the Online Education division of the Office for the Advancement of Teaching and Learning.

4.26 Workload reductions: The chair of the full committee shall have his/her workload reduced by one-half of his/her normal duties, and the faculty members who serve both on the full committee and on one of the subcommittees shall have their workload reduced by one-third of their normal duties. There shall be no workload reduction for those faculty members who serve only on one of the subcommittees.

4.27 The General Education Subcommittee shall study and make recommendations to the full committee concerning the establishment, modification or abolition of General Education requirements for graduation to be applicable to degree candidates; consider new and existing courses proposed for general education which the full committee did refer to the subcommittee; evaluate the effectiveness of the general education program; maintain liaison with the University administration for effective implementation of approved recommendations; and cooperate closely with the Director of General Education (see By-laws ---).³

4.28 The Academic Calendar Subcommittee shall study the University Calendar for fall, winter, and spring semesters as prepared by Enrollment Services in accordance with University Manual passage 8.70.10 and present it to the full committee, with appropriate recommendations, in time so that the full committee can report it to the Faculty Senate at its first December meeting; study the calendar for the fully-online accelerated program developed in accordance with University Manual passage 8.70.09 and present the calendar to the full committee by March 1 of the year preceding the one during which the calendar is to become effective; carry out all other functions assigned to it by University Manual passages 8.70.09-20; examine, cooperatively with the Graduate Council, such academic matters as may affect jointly the two committees; consider such calendar matters as may be referred to it by the Senate or its Executive Committee, and study, on its own accord, desirable changes in the University Calendar; review any proposed change in the

³ Independently of the work on the committees, it is still necessary to decide where the By-laws section on the Director of General Education is to be placed (currently, it is 4.70); also, some modifications of the section may be desirable—as a minimum, changing a committee designation.

approved calendar originating outside the Subcommittee and/or the full committee as well as any amendments attached by the Faculty Senate to a calendar proposal prior to Faculty Senate adoption of the calendar in its final form except that, if the Senate Executive Committee declares an emergency situation prior to the Faculty Senate meeting at which calendar proposals are to be considered, a calendar proposal amended on the Senate floor may be approved at the meeting during which the proposal has first been introduced by the full committee. Further, if, in the case of such an emergency situation, a meeting of the full committee is, due to time constraints, not feasible, the subcommittee shall report directly to the Faculty Senate rather than present its report via the full committee.

4.30 The Teaching, Advising, and Assessment Committee shall consider and make recommendations to the Faculty Senate on the items specifically assigned to it (see By-laws 4.31-4.34). The Committee shall study and make recommendations to the Faculty Senate (or return the matters unapproved, with comments, to the units from which they originated) on the following matters referred to it by the various colleges, schools, the Faculty Senate or its Executive Committee, the Administration, or from another authoritative source, or taken up by the Committee on its own initiative:

4.31 The Committee shall promote good teaching, advising, and assessment at the University by conducting and reporting to the Faculty Senate an annual audit of programs, activities, policies, etc., which are available at the University to support good teaching and assessment and undertake each year, in cooperation with other interested parties, an initiative designed to improve teaching and assessment practices at the University.

4.32 Further, the Committee shall assess university-wide advising and make policy recommendations to the Faculty Senate on all advising matters pertaining to the University College for Academic Success.

4.33 Moreover, the Committee shall supervise the Honors Program (see [University Manual Chapter 8, Academic Programs, Sections 8.60.10 – 8.65.13](#)) and, in collaboration with the Director of the Honors Program, bring distinguished scholars to the campus for general lectures and/or other public programs.

4.34 The Committee shall meet at least once a month and shall prepare and present, in January of each year, a report to the Faculty Senate including a review of current initiatives, policies, and practices as well as recommendations for future improvements.

4.40 The Committee for Research and Creative Activities shall consist of faculty and students active, experienced, or concerned with various aspects of research, creative, and scholarly efforts at URI. The Committee shall serve as the representative voice of the university community in all matters related to research, creative, and scholarly activities and shall seek to improve the environment for research at URI in all ways possible.

4.41 Advocacy of Research and Creative Activities: The Committee shall promote comprehensive understanding of the notion of research, creative, and scholarly work in order to enhance the well-being of all such work at URI; seek to identify all challenges which hinder research, creative, and scholarly efforts at URI and provide recommendations to correct them; review and recommend policies for the management of research affairs at URI and serve as the advisory committee for the Vice President for Research and Economic Development; upon request, advise all campus groups and offices on matters relating to research, creative, and scholarly work.

4.42 Grants: The Committee shall solicit proposals from the faculty and award, on a competitive basis, financial support for a “Faculty Development” program (using guidelines developed by the

Committee) to support faculty salary and fellowships, student support, operating expenses, travel, and equipment; advise the Vice President for Research and Economic Development concerning the allocation among faculty, on a competitive basis, of financial support for a "Proposal Development" program (using guidelines developed by the Vice President for Research and Economic Development in consultation with the Committee for Research and Creative Activities) to support faculty salary and fellowships, student support, operating expenses, travel, and equipment.

4.43 Library and Open Access: The Committee shall act as liaison between the University Library and the faculty as a whole and advise the Library on matters of general faculty concern; consult with the Library faculty on long-range needs of the Library and the adequacy of budget provisions to meet those needs; serve in an advisory capacity to the Faculty Senate regarding the implementation and interpretation of the University of Rhode Island Open-Access Policy, resolving disputes concerning the interpretation and application of the policy and recommending changes of the policy to the Faculty Senate.

4.44 University Centers: The Committee shall review applications for Centers, including institutes, bureaus, partnerships, and similar entities, to operate for an initial three-year period and recommend to the Provost and Vice President for Academic Affairs action on the temporary authorization of centers based on the potential for intellectual contributions, utilization of undergraduate and graduate students, interdepartmental or intercollege involvement, and external funding during its initial three years; review applications for continuing authorization of Centers, including institutes, bureaus, partnerships, and similar entities, after the initial three years and recommend to the Faculty Senate action on center proposals based on program quality, research, outreach, or educational activities, involvement of undergraduate and graduate students, interdepartmental or intercollege connections, and potential for continued external funding, as appropriate for the mission and goals of the center; review the continuing status of Centers, including institutes, bureaus, partnerships, and similar entities, every four years and submit recommendations for further continuation or dissolution to the Faculty Senate based on overall program quality, research, outreach, or educational contributions, financial support of student involvement, interdepartmental or intercollege involvement, and continued external funding, as appropriate for the mission and goals of the center.

4.45 Research Overhead Funds: The full committee shall serve on the Committee for Review of the Distribution of Facilities and Administrative (Overhead) Funds (see University Manual Sections 10.72.10 –10.72.14).

4.50 The Committee on Technology and Infrastructure shall contribute to the development and maintenance of the strategic plan in collaboration with Information Technology Services and review and make policy recommendations regarding the implications on academic and research planning, standards, services, physical facilities, and allocation of resources on all matters pertaining to information technology, infrastructure, computing, communications, and networking.

4.51 The Committee shall meet at least once a month and shall present, in February of each year, a report to the Faculty Senate including a review of current facilities, policies, and practices as well as recommendations for future improvements.

4.60 The Service and Community Life Committee shall aim at supporting the mission of the university by studying and recommending policies to enhance effective faculty governance and oversight; the supportive and diverse nature of the URI community; and URI's engagement with the broader local, national and international community.

4.61 Faculty governance: The Committee shall study faculty efficiency in legislative decision-making and oversight throughout the university and make recommendations to the Faculty Senate aimed at enhancing this efficiency. To accomplish this, the Committee shall review and report on practices of faculty governance University-wide and within Colleges; offer training on best practices of faculty governance, including facilitating and encouraging best practices for college elections and recruitment; create and administer mentor programs for new faculty senators; monitor the implementation of Senate-approved initiatives and report any issues identified to the Faculty Senate Executive Committee.

4.62 Quality of working environment: The Committee shall study the University work environment and make recommendations to the Faculty Senate which will enhance the quality of this environment. To accomplish this, the Committee shall assist faculty with understanding of promotion and tenure policies; recommend policies that could assist in faculty retention, including matters of work/life balance; consider issues and make recommendations concerning areas affecting the work environment, such as transportation and accessibility.

4.63 Community life and impact: The Committee shall study the University community and make recommendations to the Faculty Senate aimed at enhancing this community and its impact on the broader world. To accomplish this, the Committee shall examine the meaning of a diverse community (including students and faculty interacting online); create, support, and promote events that foster a sense of campus culture, including efforts to foster a greater sense of unity among the university's different campuses; provide opportunities for interdisciplinary networking across campus; promote efforts to be of service to the wider community as well as to one another and to our students.

4.64 The Committee shall meet at least once a month and shall prepare and present, in March of each year, an annual report to the Faculty Senate including a review of current initiatives, policies, and practices as well as recommendations for future improvements.

4.70 Constitution, By-laws, and University Manual Committee. This committee shall review the operation of University governance and propose changes in the Constitution and By-Laws of the Faculty Senate and in the University Manual; review proposals for changes in University governance from whatever source and make recommendations concerning them to the Faculty Senate and to the other appropriate bodies and individuals; construe the meaning of the Constitution, the By-Laws and the University Manual upon the request of the Senate Chairperson or Executive Committee, any senator or member of the University faculty, or the President; assure that all duly approved changes are incorporated into the Constitution and By-Laws and into the University Manual, and that no unauthorized changes are made in these instruments; and assure that the language of all duly approved changes is consistent with the style, format and arrangement of the Constitution and By-Laws and of the University Manual.