

UCA UNIVERSITY COMMITTEES
College of Education Committee Representatives
2014-2015

Academic Assessment Committee (3-year term)

Donna Wake (2015)

One faculty member from each college, Honors College, and University College. Appointments are made by the respective dean or director and approved by the Faculty Senate. Members serve staggered three-year terms. Initial appointees will draw for length of term at the first meeting of the committee.

Academic Planning Committee (3-year term)

Shelly Albritton (2015)

One faculty member from each college, Honors College, and University College. Appointments are made by the respective dean or director and approved by the Faculty Senate. Members serve staggered three-year terms. Initial appointees will draw for length of term at the first meeting of the committee.

Academic Adjustments and Appeals Committee (5-year term)

Janet Filer 2017

Registrar, and five faculty members, one from each college, appointed by the Faculty Senate. Faculty members will serve five-year terms on a rotating basis. The chair is elected by the committee and the Registrar serves as secretary.

Academic Integrity and Discipline Committee

Nancy Gallavan (2017)

Affirmative Action Advisory Committee (4-year term)

Carolyn Williams (2017)

The affirmative action officer serves as permanent chair; three staff members chosen by the Staff Senate to staggered three-years terms to represent minority staff personnel and AA/EEO concerns; presidential appointment of one academic department chair to serve a three-year term; presidential appointment of one faculty member from the retention committee to serve a three-year term; one admissions officer appointed by the president; four faculty selected by the Faculty Senate to represent minority faculty and AA/EEO concerns serving staggered four-year terms. The director of institutional research, assistant vice president for legal services, and assistant vice president for human resources serve as ex officio, non-voting members.

Common Core Council (General Education)

Patty Phelps (Faculty Rep, 2016)

Kathleen Atkins (Chair Rep, 2017)

????? (Faculty Rep, 2018)

Two elected faculty plus one Department Chair.

Distance Education/Extended Learning Advisory (3-year term)

Not Needed

The Chief Technology Officer and a representative from each college appointed by the Faculty Senate. The coordinator of credit programs and distance education and the director of the IDC shall serve as ex officio members. Faculty Senate appointments are selected on a rotational basis with each member serving a term of three years. The Chief Technology Officer serves as chair.

Diversity Committee
Nancy Gallavan

Exemplary Studies (see Honors Council)

Faculty Development (3-year term)

Karen Haas, Rachelle Miller, OR Haihong Hu??? (2017)

The Director of Faculty Development serves as permanent chair; one faculty member from each college chosen by the Provost from a list of at least three nominees from each college provided by the Faculty Senate; two at large members chosen by the Faculty Senate. All members except the chair serve three-year terms.

Faculty Emeritus/Emerita (3-year term)

Patty Kohler Evans (2016)

The committee consists of the Provost who will serve as chair, one tenured associate or full professor from each college, and two tenured at-large members. Members, other than the chair, are appointed by the Faculty Senate for rotating three-year terms.

Faculty Grievance (2-year term)

Karen Haas (2016)

Angela Webster-Smith (2015)

The panel will consist of two tenured faculty members from each college, elected for staggered two-year terms. Such persons shall not hold the position of dean, assistant dean, department chair, or comparable administrative position. Committees selected from the panel shall consist of five (5) persons.

- 1. Faculty shall be selected by each college at the beginning of the fall term.*
- 2. Persons from the department of either the grievant or the person against whom the grievance is filed will be ineligible to serve on the committee.*
- 3. The committee hearing the grievance shall elect its own chair who retains a vote.*
- 4. In the case of an appeal alleging race, age, gender, national origin, or disability discrimination, the affirmative action equal employment officer will sit on the council as a non-voting ex officio member.*

Faculty Handbook (3-year term)

Stephanie Huffman (2016)

The committee shall be composed of (i) the Provost (or an Associate Provost designated by the Provost), (ii) the immediate past president of the Faculty Senate who will serve as chair, and (iii) one tenured faculty member from each college of the University selected by the tenured faculty from such college, and to serve for a three year term. The current president of the Faculty Senate, the vice president for administration, the associate vice president for human resources and the General Counsel of the University shall also be members of the Faculty Handbook Committee, but shall not have a vote.

Faculty Salary Review (3-year term)

Stephanie Huffman (2017)

Seven full time faculty members appointed by the Faculty Senate to serve three year terms: one member each from the College of Business Administration, College of Education, College of Fine Arts and Communication, College of Health and Behavioral Sciences, College of Liberal Arts, and College of Natural Sciences and Mathematics and the seventh member to be selected from among faculty members unaffiliated with a college. A representative from the Provost's office will serve in an ex-officio capacity. The committee chair is elected by the committee.

Faculty Scholars (3-year term)

Michael Mills (2016)

Four faculty members selected by the Faculty Senate for three year rotating terms. Chair of the committee is elected by the committee members.

Faculty Senate (elected positions, not listed on web site)

Kevin Stoltz (2017)

????? (2015)

Jud Copeland (2016)

Graduate Council (4-year term)

Terry James (2016)

Rhonda McClellan (2015)

Janet Filer (2017)

1. Department chairs are selected by the Faculty Senate, one from each of the colleges. No other department chair may serve on the council.
2. Graduate faculty members with the rank of assistant professor or above are appointed by the Faculty Senate, one from each college.
3. Each college, according to the procedure for appointing college committees, appoints one faculty member.
4. *One graduate student is selected by the Faculty Senate, one graduate student is selected by the Graduate Council, and one graduate student is elected by the Student Government Association.*

The associate provost and dean of the graduate school serves as chair of the Graduate Council. The council elects its secretary. The provost and the registrar serve as ex officio, non-voting members. Members serve four-year terms on a rotating basis for each of the first three categories. Students serve one-year terms.

Health and Wellness Promotion

Committee being reworked.

The Director of the Health Resource Center will be a permanent member. Two faculty members from each college will be appointed by the Faculty Senate. Four staff members will be appointed by the Staff Senate, with at least two representing the Counseling Center, Health Services, the Physical Plant, Public Affairs, and Public Safety. Faculty and Staff Senate appointees will serve rotating two-year terms. Two students will be appointed by the Student Senate and two will be selected by the committee to serve one-year terms. The committee will elect its chair.

Honorary Doctorate (4-year term)

Patty Phelps (2017)

1. *Four tenured faculty members*
 1. *One appointed by the president.*
 2. *One appointed by the provost.*
 3. *Two appointed by the Faculty Senate.*
2. *Faculty members will serve staggered four-year terms. No college may have more than one representative.*
3. *The president of the Faculty Senate, or designee*
4. *The president of the Student Government Association, or designee*
5. *The president of the Staff Senate, or designee*
6. *The president of the Alumni Association*
7. *The dean of the Graduate School*

Honors Council/Exemplary Studies (3-year term)

Shoudong Feng (2017)

The Honors Council is composed of one faculty member from each college serving three-year rotating terms with the the director of the honors college as ex officio members. The director of Exemplary Studies is the permanent chair of this committee. The membership of the council is selected by the Faculty Senate. The director of exemplary studies and the director of the honors college function under the immediate supervision of the provost.

Information Services Advisory Committee/University Computing and Information Technology (3-year term)

Brenda Linn (2015)

One designee from Information Technology, one designee from Academic Affairs, the Registrar or designee, The Vice-President for Finance and Administration or designee, one designee from the Office of the President, one Dean selected by the Council of Deans for a two-year term, one Faculty Member from each college selected by the Faculty Senate for staggered three-year terms, one faculty member from the Library, one Faculty Technology Coordinator selected by the Director of Instructional Development, one Staff member selected by the Staff Senate for a three-year term, one graduate student selected by the Student Government Association, one undergraduate student selected by the Student Government Association, and one representative each from the Police Department, the Physical Plant, and Athletics.

The chair of the committee will be elected by a simple majority of the Committee members.

Institutional Review Board (5-year term)

Rhonda McClellan (2018)

Alternate appointed by Provost: Angela Webster-Smith (2014)

Election: Thirteen voting members (twelve serving five-year staggered terms and one permanent member) and a chair.

i. Research Compliance Coordinator

ii. Eight faculty members are selected in the following manner and must include at least six faculty who regularly conduct or supervise research involving humans. A good faith effort should be made in the selection of membership to reflect diversity of race, gender, and cultural background.

Two members each from the College of Liberal Arts, and the College of Health and Behavioral Sciences.

One member each from the College of Business Administration, the College of Education, the College of Fine Arts and Communication, and the College of Natural Sciences and Mathematics

To fill a vacancy in any of the eight college positions, the faculty senate will select one faculty member from a list of two nominees named by the dean of the college.

*iii. Two non-scientific members. These members shall be appointed by the provost with recommendations made by the Dean of the Graduate School and the Research Compliance Coordinator. **45CFR46.107(c) Each IRB shall include at least one member whose primary concerns are in scientific areas and at least one member whose primary concerns are in nonscientific areas.***

*iv. Two non-affiliated members. These members shall be appointed by the provost from recommendations made by the Dean of the Graduate School and the Research Compliance Coordinator. **45 CFR46.107(d) Each IRB shall include at least one member who is not otherwise affiliated with the institution and who is not part of the immediate family of a person who is affiliated with the institution.***

b. Four alternate members shall be appointed by the Provost to serve in an as needed capacity.

c. Associate Provost and Dean of the Graduate School and the Director of Sponsored Programs serve as ex officio, non-voting members of the IRB.

d. According to 45CFR46.107(f) An IRB may, in its discretion, invite individuals with competence in special areas to assist in the review of issues which require expertise beyond or in addition to that available on the IRB. These individuals may not vote with the IRB.

e. Member replacement: A member who is unable to complete his/her term may be replaced by the appropriate college dean for up to one year to facilitate the maintenance of thirteen members on the committee with the exception of the Research Compliance Coordinator.

Chairperson: The provost shall appoint the chair based upon recommendations made by the Dean of the Graduate School and the Research Compliance Coordinator. If the chair is appointed from the committee, creating a vacancy, the position will be filled so as to maintain college representation as stated above in Membership. The chair will vote in only two circumstances: 1) to break a tie, or 2) when required to establish a quorum.

The research compliance coordinator serves as the IRB administrator.

Library (3-year term)

Jud Copeland (2016)

The committee consists of the Director of the Library who will serve as Chair, one undergraduate student appointed by Student Government Association, one graduate student appointed by the Dean of the Graduate School, and six rotating faculty members appointed by the Faculty Senate, one from each of the six colleges, to serve 3-year rotating terms (membership on the Library Committee is restricted to tenured faculty). The Library Committee will select one of its members to serve as secretary.

Public Service Award (2-year term)

Mark Cooper (2015)

One faculty member from each college elected to rotating two-year terms by the college. Award recipients will serve two-year terms, the second year as chair, beginning the year after receipt of the award. In the event that there is a conflict of interest, committee members may recuse themselves or be excused by a majority vote of the committee. In such cases, the dean will appoint a new college representative for the remainder of the academic year. Neither the committee chair nor the previous year's award winner can be replaced. If the committee chair is recused or excused, the committee will be chaired by the previous year's award winner.

Research, Scholarship, and Creative Activity Award Committee (2-year term)

Michael Mills (2016)

One faculty member from each college elected to rotating two-year terms by the college. Award recipients will serve two-year terms, the second year as chair, beginning the year after receipt of the award. In the event that there is a conflict of interest, committee members may recuse themselves or be excused by a majority vote of the committee. In such cases, the dean will appoint a new college representative for the remainder of the academic year. Neither the committee chair nor the previous year's award winner can be replaced. If the committee chair is recused or excused, the committee will be chaired by the previous year's award winner.

Retention Committee (4-year term)

Lisa Herrington (2017)

Eight faculty members appointed by the Faculty Senate for rotating four-year terms (one representative from each of the six colleges, one representative from among faculty who teach in exemplary studies, and one representative from among faculty who teach in transitional studies); Representative from Student Affairs; Director of Student Activities; Director of Affirmative Action; Director of Institutional Research; Director of Counseling Center; Director of Housing; Representative from Admissions. Committee Chair is appointed by the President.

Sabbatical Leave Review (2-year term)

Patty Kohler-Evans (2016)

Nancy Gallavan (2015)

The dean of the graduate school and two faculty members elected by each of the colleges to serve two-year rotating terms. Deans and departmental chairs are ineligible to serve and no more than one member of a department may serve at a time. Members may not serve successive terms (excluding the associate provost). The committee selects its own chair annually.

Scholarship (4-year term)

Michael Mills (2015)

Three academic administrators appointed by the provost, four faculty members appointed by the provost and four faculty members appointed by the Faculty Senate, serving rotating four-year terms. The associate provost and dean of undergraduate studies serves as an ex officio voting member. The director of admissions serves as chair and non-voting member.

Sponsored Programs Advisory Committee (3-year term)

Donna Wake (2015)

Each vice president and dean appoints one faculty/staff, and the Faculty Senate elects three additional members (no more than one per college) to serve three-year terms. The director of sponsored programs chairs this committee.

Strategic Budget Advisory Committee

Shelly Albritton (2016)

The Strategic Budgeting Advisory Committee will have the following voting members appointed or elected before June 1 of each year with terms beginning on June 1:

- a. The presidents of the Faculty Senate, Staff Senate, and Student Government Association*
- b. One faculty representative from each college elected by each college from among the tenured or continuing faculty with a minimum of seven years of service in the college. Representatives are elected to two-year terms with Health and Behavior Sciences, Education, and Fine Arts and Communication electing new representatives in the spring elections of even-numbered years, and Business, Natural Sciences and Mathematics, and Liberal Arts electing new representatives in the spring elections of odd-numbered years.*
- c. One tenured or continuing faculty member with a minimum of seven years of service elected at-large from among faculty members not working within the six formal colleges. The representative is elected as needed to a two year term as part of an at-large Faculty Senate election. All faculty members are eligible to vote for this representative.*
- d. Three classified staff members appointed by the Staff Senate to a two-year term.*
- e. Three non-classified staff members appointed by the Staff Senate to a two-year term.*
- f. A director of an academic unit that reports directly to the provost (e.g., dean, the director of the library, etc.) selected by the provost.*
- g. A designee selected by the director of athletic administration. The director of athletic administration cannot serve on the SBAC.*
- h. The Chair of the Strategic Planning and Resource Council will serve as chair. The chair will vote only when there is a tie.*

Student Center (5-year terms)

Marilyn Friga (2018)

Director of Student Activities, Director of Student Center, President of the Student Senate, five faculty members appointed by the Faculty Senate for rotating five-year terms, and five students appointed by the Student Senate. Chair is Director of Student Activities.

Teaching Excellence Award (2-year term)

Steve Ward (2016)

One faculty member from each college elected to rotating two-year terms by the college. Award recipients will serve two-year terms, the second year as chair, beginning the year after receipt of the award. In the event that there is a conflict of interest, committee members may recuse themselves or be excused by a majority vote of the committee. In such cases, the dean will appoint a new college representative for the remainder of the academic year. Neither the committee chair nor the previous year's award winner can be replaced. If the committee chair is recused or excused, the committee will be chaired by the previous year's award winner.

Undergraduate Council (4-year term)

Rene' Crow (2018)

Tammy Benson (2016)

Jeff Whittingham (2017)

Election:

- 1. Department chairs are selected by the Faculty Senate, one from each of the colleges. No other department chair may serve on the council.*
- 2. One faculty member from each college holding the rank of assistant professor or above will be appointed by the faculty senate.*
- 3. Each college, according to the procedure for appointing college committees, appoints one faculty member.*
- 4. Two students are invited to serve as members, representing the Student Government Association and Alpha Chi.*

The associate provost and dean of undergraduate studies serves as chair of the Undergraduate Council. The council selects its secretary. The provost and the registrar are ex officio, non voting members. Each council member serves four years on a rotating basis for each of the three categories. Students serve one-year terms.

University Admissions (2-year term)

Karen Haas (2016)

The Vice President of Enrollment Management is chair; director of admissions; registrar; one faculty member from each college appointed by the faculty senate, one faculty member who teaches exemplary studies students, one faculty member who teaches transitional studies students, and one at-large member appointed by the president. All faculty positions are for two-year rotating terms.

University Calendar (3-year term)

Stephanie Huffman (2015)

Registrar (permanent chair), Director of Housing (permanent member), one faculty member from each college (appointed by Faculty Senate to staggered three-year terms), one staff member (appointed by the Staff Senate to a two-year term), one student (appointed by Student Government Association to one-year term).

University Research (chair of COE Research Committee)

Mary Pearson (2015), Chair of COE Research Committee

Chairs of the six college research committees and two faculty members at large selected by the Faculty Senate for alternating two-year terms.