

Date: March 21st, 2019

TO: WSU Faculty Senate

FROM: Faculty Senate Steering Committee

SUBMITTED BY: Greg Crouch, Faculty senate chair-elect



SUBJECT: Modifying senate committee front page and individual committee function statement to reflect 2019 policy changes

## Committee Front Page

The Faculty Senate standing committees and their subcommittees have been assigned functions by the Senate to enable the Senate to carry out its purposes. All Senate standing committees are responsible to the Senate; their subcommittees are responsible to the parent committees. Both the standing committees and their subcommittees may in some cases also report committee views to an administrative officer(s) of the institution. The official year for the Faculty Senate extends from August 16 to August 15 of the following year.

Members of the standing committees and their subcommittees of the Senate, except where the contrary is indicated, are elected by the Senate on the basis of nominations from the Committee on Committees and from the Senate floor. Campus faculty governance units can request that the Committee on Committees reserve a seat on the specified committee to be appointed by the campus faculty governance unit. Any individual may be elected by the Senate to its committees, and subcommittees may include members who are not members of the parent committee. With the exception of the Budget Committee, the Faculty Affairs Committee, the Committee on Committees, and the Steering Committee, there must be student representation equivalent in number to at least twenty-five percent of the voting faculty members. Except for the Admissions Subcommittee, all committees should have representation from at least three geographical regions.

Unless otherwise indicated, the terms of members and chairs (other than assigned or ex officio members) are staggered three-year terms that expire on August 15 of the year indicated. Normally, a committee member can serve up to two consecutive terms before taking a one-year minimum break prior to serving again. **Only under extenuating circumstances and by vote of the Committee on Committees can committee assignments extend beyond two consecutive terms (six years). In such cases, a one-year extension will be standard but can be extended to a**

full three-year term at the discretion of the Committee on Committees. Vacancies on Senate committees and subcommittees of less than one academic year will be filled by action of the Senate Steering Committee based upon nominations submitted by the Committee on Committees. Such action will be reported to the Senate. Vacancies of one academic year or longer will be filled through nomination by the Committee on Committees and Senate election.

Whenever possible, all Faculty Senate committee meetings should be scheduled in ADA compliant facilities.

Committee assignments are updated as needed.

## Graduate Studies Committee (changes and additions in red)

### *Function*

- On a continuous basis, reviews and appraises graduate educational policies, programs, and procedures.
- Recommends establishment, continuation, modification, and termination of graduate courses and degree programs.
- Advises the Dean of the Graduate School.
- Makes policy recommendations regarding the granting of graduate scholarships, assistantships, and fellowships.
- Consults with the Academic Affairs Committee and the Health Sciences Professional Committee on those policies and procedures that jointly affect graduate and undergraduate education or health professional programs.

### *Composition and tenure*

- One member from each college that offers graduate training. Normally, at least one shall be a member of the Senate. (F)
- One member from WSU Libraries faculty. (F)
- Three graduate students, with one-year terms (renewable), with at least two geographic regions represented. (G)
- President, Graduate and Professional Student Association; dean of the Graduate School, serving as secretary; provost and executive vice president or designee; all chancellors or their designees; representative from the Registrar's Office. (X)(#)

### *Additional notes*

- Chair or co-chairs are elected by the Committee.
- Permanent Subcommittee: Catalog Subcommittee.

- Whenever possible, at least one non-ex officio member of the Graduate Studies Committee shall serve on the Catalog Subcommittee.
- Has representation on the Steering Committee.
- Responsible to: Faculty Senate.
- Reports to: Faculty Senate, the president, dean of the Graduate School, and the provost and executive vice president.

## RAC (changes and additions in red)

### Research and Arts Committee

#### *Function*

- Advises the president, the provost, the executive vice president, and the vice president for research on research and creative activity directions, policies, and programs.
- ~~Considers policy matters pertaining to the growth and direction of research and creative activities.~~
- Evaluates **select** applications for University funds to support faculty and graduate student research and creative activity, **including** through the establishment of subcommittees for different disciplinary areas. Recommends allocations of funds to the vice president for research.
- ~~Recommends policies and practices for obtaining research funds and grants from outside agencies.~~
- Reviews and recommends policies on administration of **relevant** appropriated research funds and special grants.
- Reviews, **and** recommends, **and implements** policies **with respect to** ~~on administration of designated research facilities~~ **establishing, reviewing, and renewing centers and institutes under the purview of the Faculty Senate.**
- **Reviews applications for new centers and institutes and subsequent reports for established centers and institutes to make recommendations to the Faculty Senate.**
- ~~Receives appropriate reports from the Human Subjects Institutional Review Board, the Institutional Bio-safety Committee and the Institutional Animal Care and Use Committee.~~

#### *Composition and tenure*

- Twelve faculty, at least one of whom shall be a senator (normally), with one from each of the degree-granting colleges, and three from the College of Arts and Sciences representing life and physical sciences, social sciences, and humanities and arts: (F)
- Three graduate students, with one-year terms (renewable). (G)

- Vice president of research and director of Office of Research Support and Operations.  
(#)(X)

#### *Additional notes*

- ~~Chair or co-chairs~~ **Co-chairs or Chair** elected by the Committee.
- Has representation on the Steering Committee.
- Responsible to: Faculty Senate and the president.
- Reports to: Faculty Senate and the president, through the vice president for research.

## Budget Committee

This committee recommends restructuring the current function to reflect new CILs Task Force and Fast Track degree change policies that were passed by senate in February 7<sup>th</sup> and 21<sup>st</sup>, 2019, respectively.

#### *Current Function*

- ~~—Studies and recommends long-range policies for the allocation of financial resources.~~
- ~~—Examines budgets and advises the administration on the preparation of the budgets and the allocation of funds within budget categories.~~
- ~~—Maintains close contact with the Faculty Affairs and Academic Affairs Committees so that the work of these committees is reflected in budget policies.~~

#### *Proposed Function*

Budget Committee only evaluates: (1) proposals for new degrees; and (2) other proposals on an *ad hoc* basis when requested by the Faculty Senate or the Senate Steering Committee.

- Budget Committee only evaluates the budgets of proposals and only for: likelihood of projected outcomes; costs, and revenues within the proposals; quality of the data; indirect and intangible costs to other units across WSU; and noticeable omissions in their budget logic. Evaluating curriculum, etc., is the domain of subsequent committees and the Senate.
- Budget Committee evaluations are forwarded to the Senate Steering Committee to distribute and inform subsequent evaluations of these proposals.