

TEXAS A&M UNIVERSITY-KINGSVILLE

COUNCIL AND COMMITTEE
HANDBOOK

2018-2019

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Texas A&M University-Kingsville **COUNCIL AND COMMITTEE HANDBOOK**

To facilitate informed decision-making at the various administrative levels of the university, Texas A&M University-Kingsville provides for a broad-based system of faculty, staff, and student input through a system of university-wide councils and committees. The system includes administrative councils and university committees who report to the appropriate administrator.

The principal functions of the councils and committees in general are: (1) to recommend operating procedures and practices; and when specified (2) to adjudicate variances to the operating procedures and practices. Further specification of the functions of each body is provided elsewhere in this document.

Persons serving on the university committees are recommended by the Faculty Senate, Staff Council, Deans, Council of Chairs, Vice Presidents, and/or Student Government Association. Faculty members recommended by the Faculty Senate are nominated by the Executive Committee of the Faculty Senate or Faculty Senate President after the Senate has announced vacancies and invited applications. Appointments are made by the appropriate administrator. Student members to serve on committees are nominated by the President of the Student Government Association and are appointed by the appropriate administrator. The Staff Council nominates members of the staff to serve on appropriate committees. Selections are made on the basis of the individual's interest, the needs of the committee, and maintenance of an equitable distribution of faculty and professional staff members on the various committees. In instances of resignations or other kinds of terminations, the designated administrator shall appoint new members to fill vacancies and complete the terms of the replaced persons. In general, the annual period of service for committees is from September 1 to August 31. Chairs for certain committees will be designated; other committees will elect their chairs annually.

A quorum of more than 50 percent of the voting members is required for any committee to conduct business. Committees will meet at the call of their chair or on petition of more than 25 percent of the members. Annual reports of committee service should be succinct, but comprehensive, and should give prominence to any recommended revisions in policies, practices, and procedures.

SUMMARY: REPORTING LINES

Committees are advisory and make their recommendations to the appropriate administrator as summarized in the following lists:

PRESIDENT

Council for Assessment and Planning (CAP)
Emeritus Rank Committee
Faculty Grievance Committee
Intercollegiate Athletics Committee
President's Executive Council
University Appeals Committee
University Budget Council
University Space Committee

PROVOST AND VICE PRESIDENT FOR ACADEMIC AFFAIRS

Academic Deans' Council
Calendar Committee
Classroom Utilization Committee
Council of Chairs
Faculty Development Leave Committee
Regents Professor Service Award Committee
Appeals Advisory Committee
Appeals Hearing Committee
University Library Committee
University Undergraduate Curriculum Committee

SENIOR VICE PRESIDENT FOR STUDENT AFFAIRS & UNIVERSITY ADMINISTRATION

Behavioral Intervention Team
Campus Clery Act Committee
Campus Construction and Planning Committee
Campus Safety Committee
Emergency Management Team
Student Affairs & University Administrations' Division Leadership Council
Judicial Appeals Board
Student Publications/Media Committee
University Community and Campus Interfaith Committee
University Parking Committee

VICE PRESIDENT FOR ENROLLMENT MANAGEMENT

Admission Committee
Priority Registration Committee
Recruitment Committee
Scholarship Committee
Strategic Enrollment Management Committee

ASSOCIATE VICE PRESIDENT FOR ACADEMIC AFFAIRS

Academic Affairs Directors' Council
Academic Assessment Committee
Center for Teaching Effectiveness (CTE) Advisory Board
General Education Committee
Honorary Degrees Committee
International Studies and Programs Advisory Committee
Nomination Committee for Chancellor's Academy of Teacher Educators
Service Learning Advisory Committee
Study Abroad Scholarship Committee
Undergraduate Program Review Committee
Quality Enhancement Plan (QEP) Advisory Committee
Writing Intensive Course Committee

ASSOCIATE VICE PRESIDENT FOR INFORMATION TECHNOLOGY/CIO

Banner Users Group
Distance Learning Advisory Committee
Information Technology Managers and Users Committee (ITMU)
Student Technology Advisory Committee
University Technology Advisory Committee (UTAC)

VICE PRESIDENT FOR RESEARCH AND GRADUATE STUDIES

Graduate Council
Institutional Animal Care and Use Committee
Institutional Biosafety Committee
Institutional Review Board for the Protection of Human Subjects
TAMU-K Council for Undergraduate Research (TCUR)

ASSOCIATE VICE PRESIDENT FOR STUDENT SUCCESS

Center for Student Success Advisory Board
Freshman Convocation Committee
First Year Experience Committee
University Common Read Committee

DEAN OF THE COLLEGE OF ARTS AND SCIENCES

BAAS Advisory Committee
Transitional Education Committee

DEAN OF THE COLLEGE OF EDUCATION AND HUMAN PERFORMANCE

Teacher Education Council
Transitional Education Committee

DEAN OF THE HONORS COLLEGE

Honors College Council

DEAN OF STUDENTS

Multicultural Committee
University Disciplinary Committee

DIRECTOR OF COMPLIANCE

Americans with Disabilities Act (ADA) Compliance Committee
Title IX Compliance Committee
University Compliance Committee

FACULTY SENATE PRESIDENT

Administrator Evaluation Committee
Annual Faculty Lecture Committee
Faculty Benefits Committee
Committee on Committees
Election Committee
Executive Committee & Ethics Committee
Piper Award Committee
Resolutions & By-Laws Committee & Faculty Handbook Committee
Faculty Evaluation Committee

VICE PRESIDENT FOR ADVANCEMENT AND EXTERNAL RELATIONS

Alumni Awards Committee
Committee on Naming and Recognition

COUNCILS AND COMMITTEES REPORTING TO THE PRESIDENT

COUNCIL FOR ASSESSMENT AND PLANNING (CAP)

Chaired by: Appointed by the President from committee membership

Membership: Membership is composed of members of the faculty and staff who are appointed by the President. Members will serve three-year terms. The Associate Vice President for Academic Affairs and Assessment Coordinator serve as an *ex-officio* members of the Council.

Function: The central role of the Council for Assessment and Planning (CAP) is to monitor the assessment activities of the university as described in the Institutional Effectiveness Plan (IEP). The council periodically reviews and updates the University IEP and assesses the University strategic plan. In addition, the council assists academic departments, colleges and administrative units in developing, updating, monitoring, and linking assessment to planning activities.

COUNCIL FOR ASSEMENT AND PLANNING (CAP)

2018-2019 Membership

Dr. Steve Bai, Co-Chair (1)	Mr. Christian Ferris (2)
Dr. Thomas Spencer, Co-Chair (1)	Ms. Andrea Vela (3)
Dr. Farzad Deyhim (1)	Ms. Renee Weiss (3)
Dr. Stephen Oller (3)	Mr. Brad Walker (3)
Dr. Ruth Chatelain-Jardon (1)	Ms. Shelly Key (2)
Dr. Kai Jin (2)	Dr. Jaya Goswami, <i>ex officio</i>
Mr. Rolando Garza (3)	Ms. Cadi Lusk, <i>ex officio</i>

EMERITUS RANK COMMITTEE

Chaired by: To be elected

Membership: The committee is composed of representatives from the following degree-granting colleges: Dick and Mary Lewis Kleberg College of Agriculture, Natural Resources and Human Sciences, College of Arts and Sciences (one from arts and one from sciences), College of Business Administration, College of Education and Human Performance, and Frank H. Dotterweich College of Engineering.

Function: The committee shall meet before November 1. They shall call for nominations from the general faculty for emeritus rank. The committee is authorized to designate the format and type of supportive information the members desire in order to make its decision.

The committee shall publicize the call for nominations through appropriate publications and written announcements to the faculty. Nominations shall close at the end of the last working day of the following January. At the discretion of the committee, more time may be allowed for additional supportive materials to be submitted. A majority favorable vote of the committee shall be required for recommendation to the President. The committee shall forward its recommendations, along with brief narrative summaries of the accomplishments of the individuals nominated, to the President by March 15. After review by the President, the nominations will be forwarded to the Board of Regents of The Texas A&M University System for approval.

EMERITUS RANK COMMITTEE
2018-2019 Membership

Dr. Mauro Castro	Dr. Paul Hageman
Dr. Randall DeYoung	Dr. Sung-Won Park
Dr. LaVonne Fedynich	Dr. Jack Shorter

FACULTY GRIEVANCE COMMITTEE (Information from Faculty Handbook)

Chaired by: Elected from committee membership

Membership: Ad hoc, selected by the President

Function: The purpose of the Faculty Grievance Committee shall be to insure swift and impartial consideration of grievances between faculty members, and faculty members against department chairs, university administrators, and supervisors. The Committee shall investigate all faculty grievances which are brought to its attention through written petition, with the exception of sexual harassment, discrimination, faculty dismissals, non-reappointments, and terminal appointments.

INTERCOLLEGIATE ATHLETICS COMMITTEE

Chaired by: The University's NCCA Faculty Athletics Representative (FAR)

Membership: The committee is composed of seven (7) faculty representatives, two (2) students, the Faculty Athletics Representative (FAR), the Associate Registrar, Executive Director of Student Financial Aid, Assistant Athletics Director-Academic and Compliance/SWA, and, *ex officio*, the Vice President for Intercollegiate Athletics and Campus Recreation and Coordinator of Student-Athlete Services.

Function: The Intercollegiate Athletic Committee is focused on the growth, success, and maintenance of intercollegiate athletic programs at Texas A&M University-Kingsville that benefit students, student-athletes and

community, demonstrate NCAA II Best Practices, and support the strategic goals of the University. The IAC is charged with promoting an understanding of intercollegiate athletics among the University faculty and providing external evaluation of the department’s NCAA II compliance program and procedures, student-athlete academic performance, and student-athlete well-being. To carry out its general purposes, the IAC advises and make recommendations to the President in the following broad categories:

- To advocate commitment to student-athlete welfare (e.g. Student-Athlete Advisory Committee initiatives and concerns, travel departure policy; missed class time policy);
- To promote an understanding of the Department of Athletics’ mission among all members of the University community;
- To serve as an external evaluator by providing an annual review of the University’s compliance policies (e.g. compliance policies and procedures, grievance procedures related to release to transfer and athletics aid renewal);
- To provide advisory support for the establishment, maintenance, and interpretation of Department of Athletics’ policies and University policies as they pertain to intercollegiate athletics;
- To conduct the NCAA Institutional Self-Study (ISSG);
- To provide feedback on Federal, State, NCAA or Lone Star Conference (LSC) policies, procedures or regulations that affect student-athletes and the operation of intercollegiate athletics;
- To recommend policies relating to the use and/or maintenance of facilities normally under the supervision of the department of athletics;
- To review policies and initiatives regarding the competitive level of intercollegiate athletics at Texas A&M University-Kingsville.
- To provide near- and long-term feedback on sport program expansion and strategic planning.

In addition to making recommendations in the general categories described above, the committee will respond to requests for recommendations on matters involving intercollegiate athletics from the President of the University, the Vice President for Intercollegiate Athletics and Campus Recreation, or the Faculty Athletics Representative.

INTERCOLLEGIATE ATHLETICS COMMITTEE
2018-2019 Membership

Dr. Manuel Flores (FAR), Chair	Dr. Hans Schumann
Dr. Daniel Burt	Ms. Millie Slaughter
Dr. Randell DeYoung	Dr. Nestor Sherman
Mr. James Glusing	Ms. Plaserae A. Johnson, student
Dr. Michael Hough	Mr. Steve Roach, <i>ex officio</i>
Mr. William Saenz	Ms. Hanna Lentz, <i>ex officio</i>

PRESIDENT’S EXECUTIVE COUNCIL

- Chaired by: President
- Membership: President, Provost, Vice Presidents, and others as designated by the President.
- Function: Advise the President on a broad range of administrative matters.

PRESIDENT’S EXECUTIVE COUNCIL
2018-2019 Membership

Dr. Steven Tallant, Chair	Mr. Terisa Riley
Dr. George A. Rasmussen	Mr. Steve Roach
Ms. Adriana Garza-Flores	Ms. Karen Royal
Mr. Richard Anderson	Mr. Brad Walker
Dr. Maureen Croft	Mr. Randy Hughes

UNIVERSITY APPEALS COMMITTEE

- Chaired by: Committee member selected from among committee members by secret ballot
- Membership: The University Appeals Committee will be composed of persons of Full professorial rank, with a member from each tenure-granting college who has not served during that year on a promotion committee. The committee is appointed by the Faculty Senate.
- Function: Negative recommendations by the departmental promotion committee, chair, dean, college promotion and tenure committee, or Provost may be appealed to the University Appeals Committee. The committee will review the appeal, make a recommendation to the President of the University, notify the candidate of its action and place a summary report in the candidate’s promotion file.

UNIVERSITY APPEALS COMMITTEE
2018-2019 Membership

Dr. Sajid Bashir	Dr. Karen Bradley
Dr. Ambrose Anoruo	Dr. Hong Zhou
Dr. Barbara Oates	

UNIVERSITY BUDGET COUNCIL

- Chaired by: Vice President for Finance and Chief Financial Officer
- Membership: Membership is composed of top university leaders including the Vice Presidents, Associate Vice Presidents, Deans, Chief of Staff, Director of the Library, and representatives of the Faculty Senate (to include Senate

President, President-elect, Secretary and one additional senator chosen by Faculty Senate President), the Staff Council, and the Student Government Association. The University President and the Director of Budgets will serve as *ex-officio* members of the council.

Function: The University Budget Council (UBC) is ultimately responsible for reviewing and making recommendations to the University President about allocations of the university’s financial resources. The UBC will ensure that the university budget is used to support university priorities as outlined in Institutional Effectiveness Plan requests as well as the University Strategic Plan.

UNIVERSITY BUDGET COUNCIL
2018-2019 Membership

<hr/> Mr. Richard Anderson, Chair Ms. Jennifer Alexander Dr. Polly Allred † Dr. Mohammad Alam Dr. Ambrose Anoruo † Dr. Shannon Baker Ms. Kirsten Compary Dr. Natalya Delcoure Mr. Rolando Garza Dr. Jaya Goswami Dr. Maria Martinez Ms. Elisa Guerra (Staff Council) Dr. Dolores Guerrero Mr. Randy Hughes Dr. Elizabeth Janzen, <i>President, Faculty Senate</i>	<hr/> Ms. Joanne Macias Mr. Ruben Martinez, <i>President, SGA</i> Ms. Abel Morales Dr. Shad Nelson Mr. Robert Paulson Ms. Christine Radcliff † Dr. Allen Rasmussen Dr. Terisa Riley Mr. Steve Roach Dr. Alberto Ruiz Mr. Bruce Schueneman Dr. Thomas Spencer Mr. Ralph Stephens Mr. Brad Walker Faculty Senate Rep.
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† *Faculty Senate Representative*

UNIVERSITY SPACE COMMITTEE

Chaired by: Appointed by President from committee membership

Membership: Members of the committee are the Associate Vice President for Academic Affairs, the Executive Director of Facilities Planning and Construction, the Associate Vice President for Support Services, the Director of Planning and Assessment, the Director of Enterprise Applications, the Academic Deans, the Associate Director of the MSUB, the Registrar, the Associate Chief Information Officer, three at-large faculty representatives appointed by the Faculty Senate for two-year terms, one student representative appointed by the Student Government Association, and one

Staff Council representative appointed by the Staff Council. The Vice Presidents will serve as *ex-officio* members and may attend at will.

Function:

The committee will make recommendations to the President’s Executive Council on space usage, assignment and new space development. The committee members should be familiar with higher education space standards, the campus facilities inventory, and current assignment of space. The committee will review requests for additional space, reassignment of space, and longer-term projections of space need and make appropriate recommendations, keeping in consideration costs of altering facilities and longer-term plans for campus spaces. This committee should also work in conjunction with the committee reviewing classroom and class lab utilization each fall. The committee will recommend for or against specific space use or occupancy requests. In considering a request for space, the committee will consider the alignment between the request and the university’s strategic plan. Also, the committee will recommend changes to current space use and occupancy for the purpose of optimizing the university’s building resources. While generally deferring to the space inventories presently assigned within each division, the committee may recommend interdivisional changes to space use and occupancy. Requests must be made, and approval granted, for any vacant space which is not currently occupied by any division or college. Divisions are not allowed to trade spaces without going through the space committee for recommendation to the President.

The committee will meet monthly, or more often as necessary, to review space assignments and ensure the accuracy of the facility inventory due early fall by the Texas Higher Education Coordinating Board. Recommendations for reassignment or renovation should be done in consideration of the academic year cycle (e.g., recommendations should be made in late fall in time for approvals and making necessary arrangements for summer construction/moves). Proposals must be submitted to the chair of the committee at least one week before the space committee meeting to allow time to duplicate the documents and to research the space needs/request further on behalf of the committee. A quorum of the space committee is reached if at least eight members are present and with ample representation of all divisions.

UNIVERSITY SPACE COUNCIL
2018-2019 Membership

Dr. Jaya Goswami, Co-Chair	Dr. Shad Nelson
Mr. Chris Vera, Co-Chair	Dr. Mohammad Alam
Mr. Ralph Stephens	Dr. Alberto Ruiz
Ms. Miao Zhuang	Dr. Natalya Delcoure
Mr. Lee Moore	Dr. Thomas Spencer
Dr. Dolores Guerrero	Mr. Crispin Trevino

UNIVERSITY SPACE COUNCIL
2018-2019 Membership (Cont.)

Ms. Millie Slaughter

Mr. Lonnie Nagel

Mr. Rolando Garza

Ms. Sandra Silvas

Dr. Brenda Hannon, Faculty
Senate

Dr. Maria Ayala-Schueneman, Faculty
Senate

Mr. James Glusing, Faculty Senate

Mr. Ruben Martinez, President, SGA

Ex-Officio, University Vice Presidents
(may attend at will)

COUNCILS AND COMMITTEES REPORTING TO THE PROVOST AND VICE PRESIDENT FOR ACADEMIC AFFAIRS

ACADEMIC DEANS' COUNCIL

Chaired by: Provost and Vice President for Academic Affairs

Membership: The council is composed of the Provost and Vice President for Academic Affairs, the Vice President for Research and Dean of Graduate Studies, the Associate Vice President for Academic Affairs, the Associate Vice President for Student Success, the Associate Vice President for Student Access, the Assistant Vice President for Teaching and Learning, the academic deans (Dick and Mary Lewis Kleberg College of Agriculture, Natural Resources and Human Sciences, College of Arts and Sciences, College of Business Administration, College of Education and Human Performance, Frank H. Dotterweich College of Engineering, and Honors College), the Library Director, the Director of Institution Research and Assessment, the Registrar, the Dean of Students, and the President of the Faculty Senate.

Function: The council advises the Provost and Vice President for Academic Affairs and/or the President on any matters of policy or procedure affecting the academic affairs programs of the university. As academic leaders of individual colleges, deans are responsible for initiating items for consideration and for keeping faculty informed, through departmental chairs and program directors, of policy and procedural issues.

ACADEMIC DEANS' COUNCIL 2018-2019 Membership

Dr. George A. Rasmussen, Chair	Dr. Dolores Guerrero
Dr. Mohammad Alam	Dr. Elizabeth Janzen
Dr. Shannon Baker	Dr. Shad Nelson
Ms. Kirsten Compary	Dr. Alberto Ruiz
Dr. Natalya Delcours	Mr. Bruce Schueneman
Mr. Rolando Garza	Ms. Mildred Slaughter
Dr. Maria Martinez	Dr. Thomas Spencer
Dr. Jaya Goswami	Ms. Miao Zhuang

CALENDAR COMMITTEE

Chaired by: Appointed by Provost from committee membership

Membership: The committee is composed of five faculty members (one from each academic college) recommended by the Faculty Senate, one dean appointed by the Provost, one representative from Finance, one representative from Student Affairs, one representative from Academic

Affairs. One staff member recommended by the Staff Council and two student representatives recommended by the Student Government Associate will serve a one year term on the committee while all others will serve a three year term. *Ex officio* members are a Provost Office Representative, the Bursar, Executive Director of Student Financial Aid and the Registrar.

Function: This committee recommends to the Provost the holiday schedule and the academic calendar.

CALENDAR COMMITTEE

2018-2019 Membership

Dr. Natalya Delcoure, Chair	Dr. Priti Verma (2)
Dr. Mario Carranza (3)	Dr. Xue Yang (2)
Ms. Kirsten Compary (2)	Two Student Representatives
Ms. Leticia Cantu (3)	Ms. Norma Flores, <i>ex officio</i>
Dr. Lorraine Killion (2)	Mr. Carlos Martinez, <i>ex officio</i>
Ms. Elisa Guerra (1)	Ms. Millie Slaughter, <i>ex officio</i>
Dr. Sandra Rideout-Hanzak (1)	Mr. Arnold Trejo, <i>ex officio</i>
Mr. Bruce Schueneman (2)	

CLASSROOM UTILIZATION COMMITTEE

Chaired by: To be selected by the Committee

Membership: The committee is composed of the Director of Institutional Research and Assessment, Director of Enterprise Information Systems, Associate Vice President for Academic Affairs, Registrar, Utilities Engineer, and Assistant Director of Facilities Planning and Construction Administration.

Function: The committee is to advise the Provost on all matters regarding classroom and lab efficiency and the optimization of the University’s Space Usage Efficiency Score.

COUNCIL OF CHAIRS

Chaired by: Provost

Membership: Appointed chairs or acting chairs of each academic department in the Dick and Mary Lewis Kleberg College of Agriculture, Natural Resources and Human Sciences, the College of Arts and Sciences, the College of Business Administration, the College of Education and Human Performance, and the Frank H. Dotterweich College of Engineering. The Associate Vice President for Academic Affairs and the Associate Vice President for Student Success serve as administrative liaisons to the Council.

Function: Serves as an advisory council to the administration and has the responsibility of providing, in conjunction with the administration, professional development activities in all matters pertaining to the position of academic department chair.

COUNCIL OF CHAIRS
2018-2019 Membership

All appointed chairs and acting chairs of the academic departments.

FACULTY DEVELOPMENT LEAVE COMMITTEE

Chaired by: Elected by committee

Membership: The committee will consist of one representative from each academic college, plus three additional representatives from the College of Arts and Sciences. Representatives will be elected each fall by the respective colleges.

Function: The Provost will appoint the committee each fall. The committee will gather applications from college deans. These applications will include the recommendations of the members of the applicant's department, his or her department chair and his or her college dean. The committee will review the applications and deliberate according to the [*TAMUS Regulation 12.99.01 Faculty Development Leave*](#). Recommendations and rankings from this committee will be forwarded to the Provost who forwards the committee's recommendation along with his or her own recommendation to the President. All steps in the review process must be completed by November 15 of each year.

FACULTY DEVELOPMENT LEAVE COMMITTEE
2018-2019 Membership

Dr. Dana Byrd (1)	Dr. Benjamin Turner (2)
Dr. Lucy Camacho (2)	Dr. Colin Wark (2)
Dr. Ya-Wen Liang (3)	Dr. Priti Verma (1)
Dr. Jacqueline Thomas (2)	

REGENTS PROFESSOR SERVICE AWARD COMMITTEE

Chaired by: Appointed by Provost

Membership: The committee is comprised of a total of seven members: the four most recent recipients of the Regents Professor Award and three other faculty members who are tenured, full professors nominated by the Executive Committee of the Faculty Senate. The committee will include at least one representative from the following undergraduate colleges: the Dick and Mary Lewis Kleberg College of Agriculture, Natural Resources and

Human Sciences, College of Arts and Sciences, College of Business Administration, College of Education and Human Performance, and the Frank H. Dotterweich College of Engineering.

Function: To solicit nominations from campus community, determine most worthy candidates, make a selection, and provide the name of the nominee for the Regents Professor Award to the Provost who, in turn, provides that information with his/her recommendation to the President. Upon favorable review by the President, the name of the candidate will be sent to the Chancellor for consideration. The Board of Regents has responsibility for final approval/disapproval of nominations for the award. A nominee must be clearly and indisputably outstanding, and the university is under no obligation to submit a nomination every year.

REGENTS PROFESSOR SERVICE AWARD COMMITTEE
2018-2019 Membership

Committee is named in the Spring of each year.

APPEALS ADVISORY COMMITTEE

Chaired by: Committee member elected from among committee membership

Membership: Chosen in accordance with [TAMU-K Rule 12.01.99.K1 Academic Freedom, Responsibility, and Tenure](#). Membership is ad hoc, with a new committee formed for each individual appeal.

Function: To determine whether or not the allegations establish a prima facie case.

APPEALS HEARING COMMITTEE

Chaired by: Committee member elected from among committee membership

Membership: Chosen in accordance with [TAMU-K Rule 12.01.99.K1 Academic Freedom, Responsibility, and Tenure](#). Membership is ad hoc, with a new committee formed for each individual appeal.

Function: The Committee conducts a formal hearing, and formulates findings and recommendations, in accordance with [TAMU-K Rule 12.01.99.K1 Academic Freedom, Responsibility, and Tenure](#).

UNIVERSITY LIBRARY COMMITTEE

Chaired by: Elected from committee membership by the committee

Membership: The committee is composed of one faculty representative from each of the following colleges: Dick and Mary Lewis Kleberg College of Agriculture, Natural Resources and Human Sciences, College of Arts and Sciences, College of Business Administration, College of Education and Human Performance, and Frank H. Dotterweich College of Engineering, all nominated by the Faculty Senate, one faculty representative for graduate programs named by the Graduate Council, two undergraduate students and one graduate student nominated by SGA, and, *ex officio*, the Library Director.

Function: The committee reviews library needs in view of the university's academic programs and advises the Library Director on matters of general library policy, development of library resources, and determining the best methods to integrate the library program with other academic activities. It acts as an intermediary where needed between library users, library staff, and the administration.

UNIVERSITY LIBRARY COMMITTEE

2018-2019 Membership

Dr. Steven Chumbley (3)	Dr. David Wester (2)
Dr. Maria Iyescas (1)	Two undergraduate student reps.
Dr. Barbara Oates (1)	One graduate student rep.
Dr. Ari Sherris (3)	Mr. Bruce Schueneman, <i>ex officio</i>
Dr. Amit Verma (3)	

UNIVERSITY UNDERGRADUATE CURRICULUM COMMITTEE

Chaired by: Appointed by the Provost

Membership: The college curriculum committee chair from each academic college, one additional faculty member for each academic college appointed by the President of the Faculty Senate after consultation with the appropriate Dean, and an *ex officio* representative from Academic Advising, the Registrar's Office, and from the Provost's Office. Faculty committee members are appointed for two years, unless they continue to serve for a longer period as college committee chair.

Function: The primary charge of this committee is to consider all new courses and new programs and modifications of existing courses and programs that are presented by the five undergraduate colleges. Also, the committee is to keep the university community apprised as to its deadlines for proposals.

UNIVERSITY UNDERGRADUATE CURRICULUM COMMITTEE
2018-2019 Membership

Dr. John Cicala, Chair (1)	Dr. Lifford McLauchlan (2)
Dr. Jesus Carmona (1)	Mr. Harmeet Singh (1)
Dr. Mike Desiderio (1)	Dr. Marsha Sowell (2)
Dr. Mohammed Farqui (1)	Dr. Teresa Young (2)
Dr. Scott Henke (2)	Ms. Melissa Guajardo, <i>ex officio</i>
Dr. Joseph Jones (1)	Ms. Veronica Salas, <i>ex officio</i>
Dr. Tanner Machado (1)	Ms. Millie Slaughter, <i>ex officio</i>

COUNCILS AND COMMITTEES REPORTING TO THE SENIOR VICE PRESIDENT FOR STUDENT AFFAIRS & UNIVERSITY ADMINISTRATION

Ex-officio and *ad-hoc* members are not required to attend and do not vote. *Ad-hoc* members attend for specific cases or incidents. *Ex-officio* members may attend at any time from interest.

BEHAVIORAL INTERVENTION TEAM

Chaired by: Assistant Vice President of Student Affairs/Dean of Students

Membership: The team consists of the Assistant Vice President of Student Affairs/Dean of Students, the Associate Dean of Students, the University Chief of Police, the Director of University Housing and Residence Life, the Executive Director of Human Resources, the Director of the Student Health and Wellness Center, the Vice President for Intercollegiate Athletics and Campus Recreation, and the Associate Vice President for Academic Affairs. Other staff may be utilized to assist and provide expertise to the team as needed.

Function: The team is an interdisciplinary committee of university officials that meets to discuss incidents or behaviors that are of concern and to ensure a systematic university response. Its functions are: 1) serve as the eyes and ears of the University by referring students who are exhibiting behaviors indicative of high risk in their respective areas across campus for review; 2) assess situations involving student(s) who pose a potential risk of harm to persons or property in the university community or are a substantial disruption to the educational process in accordance with policies stated in the Student Code of Conduct; 3) consult with the administration, faculty, staff and other students affected by the inappropriate behaviors of a student to ascertain the facts of the situation; review cases/incidents that may occur on a certain location of the campus to discern if there is a pattern or connection with incidents occurring in other parts of the campus; 4) develop a specific strategy to manage the situation with regard to the safety and rights of others and to minimize the disruption to the campus community; 5) coordinate the university response and follow up consistent with university policy, established protocols and state and federal laws. Following a situation, the team will meet to debrief, evaluate the outcome and make recommendations to the appropriate university officials.

The team meets once a month, but if necessary more times, depending on a “need” basis. University Police reports and incidents referred to the Dean of Students by other entities on campus are reviewed. The team works closely with the university’s Emergency Management Team. The team advises the Senior Vice President for Student Affairs, Enrollment

Management and University Administration on critical incidents and will make recommendations to the Vice President and other university officials regarding the immediate suspension of certain individuals who may be deemed dangerous to themselves or others on campus.

CAMPUS CLERY ACT COMMITTEE

Chaired by: Director of Public Safety and Chief of Police

Membership: The committee is comprised of the Chief of Police, the Assistance Vice President of Student Affairs/Dean of Students, the Director of University Housing and Residence Life, the Associate Dean of Students, the Associate Vice President for Academic Affairs, the Compliance Officer, and the Director of the Wellness Center.

Function: The committee is formulated to review data which is Clery Act reportable, to create and submit our annual Clery Act report, and to communicate about the report in accordance with the law. The committee will attend trainings as appropriate and work to educate the community about the law.

CAMPUS CONSTRUCTION AND PLANNING COMMITTEE

Chaired by: Executive Director of Facilities Planning and Construction Services

Membership: The committee is composed of the University President, the Provost, the Vice Presidents, the Associate Vice President for Information Technology/CIO, the Associate Vice President for Administration, the Director of Facilities Planning and Construction, the Director of Financial Reporting, the Director of Physical Plant, and the Director of Budgets.

Function: The committee is to formulate and address each of the major topics listed below: 1) a three-year action plan for major repair and renovation for existing buildings and facilities; 2) a view for the future that addresses critical academic needs resulting from enrollment growth, changes in program mix, new programs, laboratory space, etc.; 3) infrastructure needs such as streets, sidewalks, parking lots, expansion of the computer network, etc.; 4) landscaping, signage, and campus beautification issues; and, 5) a comprehensive review of our auxiliary facilities to include residence halls, student union building, athletic facilities, intramural, and recreational facilities. The committee may also address other issues not specifically identified above, but it is important to cover the five topics above completely and thoroughly. In light of these priorities, the committee reviews all proposed construction and landscaping projects and recommends actions including identification of funding source. The committee also develops a yearly plan for minor R&R projects, roofing

and other projects funded from HEAF, auxiliary, or other funds. An annual project list will be developed as part of the budget cycle.

CAMPUS SAFETY COMMITTEE

Chaired by: Assistant Vice President for Student Affairs/Dean of Students

Membership: The committee is composed of the Executive Director, Enterprise Risk Management, who appoints eight members comprised of two academic, four administrative, and two service organizations within the university. The Associate Vice President of Support Services, the Executive Director of Human Resources, the Environmental Health and Safety Manager, and the EHS Coordinator are permanent *ex-officio* members.

Function: The committee will advise and make recommendation to the administration on safety practices on campus. The function of the committee is to:

- Review and monitor accident, incident, and hazard reports;
- Provide accident/incident, hazard investigation as needed;
- Review, development, communication, and enforcement of safety and emergency procedures including general protection and construction related safety exposure;
- Conduct periodic hazard inspections;
- Track occupational health and safety regulations and implement as required.

EMERGENCY MANAGEMENT TEAM

Chaired by: Senior Vice President for Student Affairs and University Administration

Membership: The committee is comprised of the following personnel: Senior Vice President for Student Affairs and University Administration, Vice President for Finance and CFO, Assistant Vice President for Student Affairs/Dean of Students, the Associate Dean of Students, Associate Vice President for Academic Affairs, Director of University Housing and Residence Life, Director of Marketing and Communications, Director for Risk Management, Chief of University Police, Associate Vice President for Information Technology/CIO, Associate Director of Computing and Information Services, Director of the Physical Plant, the Associate Vice President for Administration, and, *ad hoc*, NAS-Kingsville, Academy High School, College of Pharmacy, and City of Kingsville and Kleberg County representatives.

Function: Edit campus Crisis Management Plan; prepare campus response in anticipation of major campus crises; initiate campus information and

training in preparation for campus crises; and prepare mock disasters to assess campus response and readiness.

JUDICIAL APPEALS BOARD

Chaired by: Appointed from committee membership by the Senior Vice President for Student Affairs and University Administration.

Membership: The board is composed of one faculty representative from each of the academic colleges; two representatives from the Division of Student Affairs; and three students. The required meeting quorum is six members, consisting of at least two students. The Senior Vice President for Student Affairs and University Administration serves as *ex-officio* member. Final decisions of this board are communicated through the chair, which is appointed by the Senior Vice President for Student Affairs and University Administration.

Function: The board hears student appeals of proposed disciplinary actions associated with academic student misconduct charges and appeals of decisions made as a result of student grievances brought against a student, student group, faculty, staff, or university administrator.

In the case of hearing student appeals of proposed disciplinary actions associated with academic student misconduct charges, it is the responsibility of the board to make a reasonable determination of the validity of charges against the student and to express its judgment regarding the appropriateness of the proposed sanctions. The student may choose an advisor to accompany, but not represent, him or her. An attorney is not allowed. The Associate Dean of Students may be willing to serve as an advisor to the student(s) making the appeal. In cases involving suspension or expulsion the decision of this board may be appealed to the Provost.

In the case of student grievances appeals, except in specific areas of dispute covered by other explicit policy (e.g., discrimination, sexual harassment), it is the responsibility of the board to make a reasonable determination of the validity of the student's charges and to express its judgment regarding appropriate resolution of the problem. The student may choose an advisor to accompany, but not represent, him or her. An attorney is not allowed. The Associate Dean of Students may be willing to serve as an advisor to the student(s) filing the grievance.

The Judicial Appeals Board is expected to consult with The Texas A&M University System Counsel, through the Senior Vice President for Student Affairs and University Administration, to assure that its procedures are legally sound and fair to all parties.

STUDENT AFFAIRS AND UNIVERSITY ADMINISTRATIONS' DIVISION LEADERSHIP COUNCIL

- Chaired by: Senior Vice President Student Affairs and University Administration
- Membership: The council is composed of the Senior Vice President for Student Affairs and University Administration, the Associate Vice President for Administration, the Assistant Vice President for Student Affairs/Dean of Students, the Associate Dean of Students, the Director and the Associate Directors of University Housing and Residence Life, the Director of the Student Health and Wellness Center, the Executive Director of Enterprise Risk Management, Director of Student Activities, Director of Student Union Building, and the Chief of Police/Director of Public Safety.
- Function: The council advises the Senior Vice President Student Affairs and University Administration on matters of policy or procedure affecting the operation with any unit within the university administration and student affairs' areas. As administrators of the various units within the division, council members are responsible for initiating items of concern and for keeping their staff members informed of policy and procedural developments. The council also reviews all campus policies and practices with a view towards improving the efficiency of operations and the general improvement of service within the division.

STUDENT PUBLICATIONS/MEDIA COMMITTEE

- Chaired by: Faculty Sponsor of the South Texan and the Assistant Vice President of Student Affairs/Dean of Students
- Membership: The committee is composed of three students (two who are not holding paid positions on a student publication or media staff and the President of the Student Government Association), one representative from the Communications faculty, one representative from the Student Affairs, Enrollment Management, and University Administrations' division, one representative from Marketing and Communications, and two other faculty members.
- Function: The committee develops and recommends editorial policy and advises in the appointment of editors/managers; hears complaints and acts as an appeals body on problems of an editorial or advertising nature and proposed business contract regarding these publications and advises the Vice President regarding the role, scope, and status of specific student publications/media.

UNIVERSITY COMMUNITY AND CAMPUS INTERFAITH COMMITTEE

Chaired by: Appointed from committee membership by the Senior Vice President for Student Affairs and University Administration.

Membership: The committee is composed of one faculty member from any college, two staff members, two Kingsville community pastors, and two students.

Function: The purpose of the committee is to enhance relations between campus ministries and the university.

UNIVERSITY PARKING COMMITTEE

Chaired by: Senior Vice President for Student Affairs and University Administration

Membership: Chief of University Police Department, Director of Facilities, Planning and Construction, Director of the Physical Plant, Executive Director of Budget and Student Accounts, one faculty representative and one student representative.

Function: To periodically review the current parking plans and to propose alternative strategies for needed adjustments and refinements in serving the current demographics of the university.

COUNCILS AND COMMITTEES REPORTING TO THE VICE PRESIDENT FOR ENROLLMENT MANAGEMENT

ADMISSION COMMITTEE

Chaired by: Elected by committee

Membership: The committee is composed of voting and non-voting members. Each academic college may have two faculty appointees except for the College of Arts and Sciences which may have four voting members. Faculty members are appointed by the Dean of the college. Only faculty members are voting members. Other non-voting members of the committee are the Director of Admission, the Vice President for Enrollment Management, and the Associate Vice President for Student Success.

Function: This committee may approve undergraduate students for alternative admission to the university if they do not meet normal admission policy. The committee may do so by recommending the alternative admission criteria and/or by reviewing an individual student's admission file and recommending to the Director of Admission an offer of admittance or denial.

PRIORITY REGISTRATION COMMITTEE

Chaired by: Vice President for Enrollment Management or Designee

Membership: The committee is composed of one representative from each academic college nominated by the Dean, one student representative selected by the Student Government Association and the Registrar.

Function: The committee will meet once a year during the Spring Semester in order to make priority registration recommendations to the President for the following academic year. The committee will review new applications from groups of students requesting priority registration and will review previously approved groups every two years to see if the group meets the established guidelines for being granted priority registration. Recommendations will be forwarded to the President for approval or disapproval.

RECRUITMENT COMMITTEE

Chaired by: Vice President for Enrollment Management

Membership: The committee is comprised of academic and support staff from all areas of the University based on position held. Members of the committee are the Vice President for Research and Dean of Graduate Studies, the

Assistant Dean of the Dick and Mary Lewis Kleberg College of Agriculture, Natural Resources and Human Sciences, the Assistant Dean of the College of Arts and Sciences, the Assistant Dean of the College of Business Administration, the Assistant Dean of the College of Education and Human Performance, the Assistant Dean of the Frank H. Dotterweich College of Engineering, the Director of Admission, the Associate Director of Admission, the Director of Financial Aid, the Director of the Enrollment Management Communications Center, the Director of Marketing and Communications, and the Coordinator of Donor Relations and Stewardship.

Function: The committee serves as an advisory committee on recruitment for the Vice President for Enrollment Management. The committee is charged with assisting the Vice President for Enrollment Management in developing and implementing a comprehensive recruitment plan for the University. The committee makes recommendations to the President on matters related to recruitment through the Vice President for Enrollment Management.

SCHOLARSHIP COMMITTEE

Chaired by: Vice President for Enrollment Management or Designee

Membership: The committee is comprised of academic and support staff from all areas of the University based on position held. Members of the committee are the Vice President for Research and Dean of Graduate Studies, the Assistant Dean of the Dick and Mary Lewis Kleberg College of Agriculture, Natural Resources and Human Sciences, the Assistant Dean of the College of Arts and Sciences, the Assistant Dean of the College of Business Administration, the Assistant Dean of the College of Education and Human Performance, the Assistant Dean of the Frank H. Dotterweich College of Engineering, the Director of Admission, the Associate Director of Admission, the Executive Director of Student Financial Aid, the Director of the Enrollment Management Communications Center, the Director of Marketing and Communications, and the Coordinator of Donor Relations and Stewardship. The committee also has two non-voting members. One appointed by the Director of Financial Aid and one member appointed by the Associate Vice President for Finance and Comptroller.

Function: The committee is an advisory committee with responsibility for reviewing scholarship policies and procedures currently in place and recommending appropriate changes, developing guidelines for establishing new scholarships, and suggesting procedures to assure compliance with the scholarship audit recommendations. The committee will also serve as the selection committee for all scholarships that require a local selection

committee in which none has been specified. The chair may appoint *ad-hoc* committee members as necessary with the approval of the committee.

STRATEGIC ENROLLMENT MANAGEMENT COMMITTEE

Chaired by: Vice President for Enrollment Management

Membership: The committee is composed of the Vice President for Enrollment Management, the Executive Director of Admissions, the Director of Communications for Admissions, the Executive Director of Financial Aid, the Associate Vice President for Student Success, the Vice President for Research and Dean of Graduate Studies, the Associate Vice President for Student Access, the Assistant Vice President for Teaching and Instruction, the Director of Budget, Deans and Department Chairs from each college (1 each), the Associate Vice President for Marketing and Communications, the Vice President for Intercollegiate Athletics, the Director of Academic Advising, one representative from Faculty Senate, one representative from Staff Council, and one representative from Student Government Association.

Function: To develop, review, and assess progress towards strategic enrollment management goals and objectives related to the size, quality and diversity of the student body; recruitment; and retention and persistence to graduation.

COUNCILS AND COMMITTEES REPORTING TO THE ASSOCIATE VICE PRESIDENT FOR ACADEMIC AFFAIRS

ACADEMIC AFFAIRS DIRECTORS' COUNCIL

Chaired by: Associate Vice President for Academic Affairs

Membership: The council is composed of the Associate Vice President for Academic Affairs, the Director of Continuing Education, the Director of International Studies and Programs, the Director of the Center for Teaching Effectiveness, the Director of Career Services, the Director of the Writing Center, the Testing Supervisor for the Testing Center, and the Director of Planning and Assessment.

Function: The council advises the Associate Vice President for Academic Affairs and/or the Provost and Vice President for Academic Affairs and the President on any matters involving the operation of the various offices which affect the academic programs of the university.

ACADEMIC AFFAIRS DIRECTORS' COMMITTEE 2018-2019 Membership

Dr. Jaya Goswami, Chair	Mr. Peter Li
Ms. Laura Clarke	Dr. Brenda Melendy
Dr. Steven Corbett	Ms. Miao Zhuang
Mr. Christian Ferris	Ms. Brenda Ballard

ACADEMIC ASSESSMENT COMMITTEE

Chaired by: Appointed by the Associate Vice President for Academic Affairs

Membership: Faculty or full- or part-time administrators with faculty status, selected and appointed by the Provost. The Associate Vice President for Academic Affairs and Assessment Coordinator will serve as *ex-officio*.

Function: The committee evaluates Student Learning Outcomes (SLOs) and the SLO assessment processes for all academic programs.

ACADEMIC AFFAIRS DIRECTORS' COMMITTEE 2018-2019 Membership

Dr. Michelle Garcia, Chair	Ms. Nicole Morris
Dr. Jesus Carmona	Dr. Monica Wong-Ratcliff
Dr. Farzin Heidari	Dr. Jaya Goswami, <i>ex officio</i>
Dr. Darin Hoskisson	Ms. Cadi Lusk, <i>ex officio</i>
Dr. Enrique Massa	

CENTER FOR TEACHING EFFECTIVENESS (CTE) ADVISORY BOARD

Chaired by: Director of Center for Teaching Effectiveness

Membership: One representative from the following academic colleges: Dick and Mary Lewis Kleberg College of Agriculture, Natural Resources and Human Sciences; College of Business Administration, College of Education and Human Performance; and the Frank H. Dotterweich College of Engineering; and two representatives from the College of Arts and Sciences for staggered 3-year terms, appointed by the Faculty Senate.

Function: Advise the Director of the Center for Teaching Effectiveness on developing and recommending policies, procedures and new initiatives, evaluating teaching award candidates, and coordinating conferences.

CENTER FOR TEACHING EFFECTIVENESS (CTE) ADVISORY BOARD

2018-2019 Membership

Dr. Brenda Melendy, Chair	Dr. Greta Schuster (2)
Dr. Marion Blake (1)	Dr. Ari Sherris (2)
Dr. Hua Li (3)	Dr. Jack Shorter (1)
Dr. Lana McDonnell (2)	

GENERAL EDUCATION COMMITTEE

Chaired by: Designated from the committee membership by the Associate Vice President for Academic Affairs

Membership: The committee is composed of twelve faculty members including eleven recommended by the academic deans – two faculty members from each of the following colleges: Dick and Mary Lewis Kleberg College of Agriculture, Natural Resources and Human Sciences, College of Business Administration, College of Education and Human Performance, and Frank H. Dotterweich College of Engineering, and three from the College of Arts and Sciences. The twelfth committee member is recommended by the Faculty Senate. Committee members will serve staggered terms of three years. The Associate Vice President for Academic Affairs and the Assessment Coordinator sit on this committee in an *ex-officio* capacity.

Function: The committee monitors compliance with the university's general education requirements, evaluates the programs' effectiveness, and is responsible for preparing Texas Higher Education Coordinating Board reports. The committee also advises the Associate Vice President for Academic Affairs on any matters involving the core curriculum which affect the academic programs of the university.

GENERAL EDUCATION COMMITTEE
2018-2019 Membership

Dr. Jieming Chen, Chair (2)	Mr. Harmeet Singh (1)
Dr. Breanne Bailey (3)	Dr. Jackie Thomas (1)
Ms. Alexa Carrier (3)	Dr. Marsha Tucker (1)
Dr. Steven Chumbley (2)	Dr. Monica Wong-Ratcliff
Dr. Ulan Dakeev (3)	Dr. Shannon Baker, <i>ex officio</i>
Dr. Kristopher Garza (2)	Dr. Jaya Goswami, <i>ex officio</i>
Dr. Ruth Chatelain-Jardon (3)	Ms. Cadi Lusk, <i>ex officio</i>
Dr. Michael Muzheve (1)	

HONORARY DEGREES COMMITTEE

Chaired by: To be elected

Membership: The committee is composed of six tenured faculty members with distinguished records and scholarship and publication, serving staggered three-year terms. Each year one member shall be appointed by the Executive Committee of the Faculty Senate and one by the President for a three-year term beginning June 1. The Provost and Vice President for Academic Affairs or his/her representative shall serve as an *ex-officio*, non-voting member of the committee.

Function: The purposes of honorary degrees awarded by Texas A&M University-Kingsville are to recognize excellence in the fields of agriculture, humanities and the arts, the sciences and pharmacy, education, engineering, business, philanthropy and social services, which exemplify the mission and scope of Texas A&M University-Kingsville; to honor meritorious and outstanding service to Texas A&M University-Kingsville, the State of Texas, the United States, or to humanity at large; or to recognize persons whose lives serve as examples of Texas A&M University-Kingsville's aspirations for its students. (Please refer to Texas A&M University System Policy 11.07 – Granting of Honorary Degrees)

HONORARY DEGREES COMMITTEE
2018-2019 Membership

Dr. Shannon Baker (2)	Dr. Kathleen Rees (2)
Dr. Jack Bradley (1)	Dr. Jieming Chen (3)
Dr. Mohammed Faruqi (1)	Dr. Jaya Goswami, <i>ex officio</i>

INTERNATIONAL STUDIES AND PROGRAMS ADVISORY COMMITTEE

Chaired by: Director of International Studies and Programs

Membership: The committee is composed of one faculty member from each of the following colleges: Dick and Mary Lewis Kleberg College of Agriculture, Natural Resources and Human Sciences, College of Business Administration, College of Education and Human Performance, and the Frank H. Dotterweich College of Engineering; and two faculty members from the College of Arts and Sciences. All faculty members are appointed by the Associate Vice President for Academic Affairs, in consultation with the academic deans. A representative from the Business Office as well as Financial Aid will also serve on the committee. At least two international students serve on the committee, appointed by the Director of International Studies and Programs.

Function: The committee advises and consults with the Director on all aspects of International Studies and Programs and internationalization of the University.

INTERNATIONAL STUDIES AND PROGRAMS ADVISORY COMMITTEE

2018-2019 Membership

Mr. Peter Li, Chair	Ms. Joanne Macias (2)
Mr. Hernan Hernandez (2)	Dr. Sung-won Park (1)
Dr. Joseph Jones (2)	Dr. Monica Ratcliff (2)
Dr. Dongnyoung Kim (1)	Dr. Chika Rosenbaum (2)
Dr. Humberto Perrotto (3)	Two international students

NOMINATION COMMITTEE FOR CHANCELLOR'S ACADEMY OF TEACHER EDUCATORS

Chaired by: Selected from committee membership

Membership: Faculty members from the following colleges: two from the College of Education and Human Performance; two from the College of Arts and Sciences; and one from the Dick and Mary Lewis Kleberg College of Agriculture, Natural Resources and Human Sciences recommended to the Provost by the Dean of each College listed above.

Function: The purpose of the Chancellor's Academy of Teacher Educators of The Texas A&M University System is to honor faculty members who have significantly impacted the preparation of teachers in the field of education. The committee will review the criteria materials, interview the candidates, and forward at least two names to the President through the Provost.

NOMINATION COMMITTEE FOR THE CHANCELLOR'S ACADEMY
OF TEACHER EDUCATORS
2018-2019 Membership

Dr. Jack Bradley	Dr. Marion Blake
Dr. Lorraine Killion	Dr. Catherine Ming Tu
Dr. Sue Bradley	Dr. Randall Williams

QUALITY ENHANCEMENT PLAN (QEP) ADVISORY COMMITTEE

Chaired by: Appointed by the Associate Vice President for Academic Affairs (AVPAA) from committee members

Membership: Ten members (plus one *ex officio* member) are invited to serve by the Associate Vice President for Academic Affairs, selected from faculty and staff, at least one per college, having expressed interest in the QEP and improving student writing proficiency. Also, the Student Government Association will appoint one student member. The QEP Director will serve as the *ex officio* member. Terms are for one year, but may be repeated indefinitely.

Function: The Committee reports to the AVPAA, and advises the QEP Director and the AVPAA regarding the function of the University Writing Center, its budget and staff, and other items as deemed appropriate by the committee or as requested by the QEP Director or AVPAA. The Committee will be expected to respond to assessment practices and findings and to recommend any changes/improvements indicated by assessment findings.

QUALITY ENHANCEMENT PLAN (QEP) ADVISORY COMMITTEE
2018-2019 Membership

Dr. Susan Roberson, Chair	Ms. Sue Nichols
Ms. Antonia Alvarez	Dr. Genevieve Scalan
Dr. David Hicks	Dr. Jacqueline Thomas
Dr. Mario Blake	SGA Representative
Dr. Daniel Burt	Dr. Steven Corbett, <i>ex officio</i>
Ms. Alexa Carrier	
Dr. Patricia Huskin	

SERVICE LEARNING ADVISORY COMMITTEE

Chaired by: Appointed by the Provost and Vice President for Academic Affairs from committee membership

Membership: The committee is composed of one faculty member from each of the academic colleges: Dick and Mary Lewis Kleberg College of Agriculture, Natural Resources and Human Sciences, College of Arts and Sciences, College of Business Administration, College of Education and Human

Performance, and the Frank H. Dotterweich College of Engineering, who are selected by the deans; one administrator from the Division of Finance and one administrator from the Division of Student Affairs, selected by the vice president of that division; one representative from the Faculty Senate selected by the President of the Faculty Senate, all serving staggered two-year terms; and one student appointed by the Student Government Association to serve a one-year term. The Associate Vice President for Academic Affairs and the Associate Vice President for Academic Affairs will serve as *ex officio* to the committee.

Function: The committee’s primary purpose is to advise the Associate Vice President for Academic Affairs on such matters as the suitability of service learning/civic engagement course proposals from prospective instructors and changes to operating procedures as indicated by program outcomes or by changes in the operating environment. The committee may be called upon to recommend goals, objectives, or practices of the University’s service learning initiatives.

SERVICE LEARNING ADVISORY COMMITTEE
2018-2019 Membership

Dr. Amber Shipherd, Chair (1)	Ms. Kelli Goddard-Sobers (1)
Dr. Rudy Bohm (1)	Dr. Catherine Simpson (2)
Dr. Randy Colvin (1)	SGA Student Rep. (1)
Mr. Jim Glusing (1)	Dr. Jaya Goswami, <i>ex officio</i>

STUDY ABROAD SCHOLARSHIP COMMITTEE

Chaired by: Director of International Studies and Programs

Membership: At least three faculty members from any college appointed by the Associate Vice President for Academic Affairs and three students, one being a graduate student, appointed by the President of the Student Government Association.

Function: The committee meets once per semester, reviews all application data anonymously, and ranks applicants to receive the scholarships. The number of scholarships awarded varies, depending on the funding available for any particular semester.

STUDY ABROAD SCHOLARSHIP COMMITTEE
2018-2019 Membership

Mr. Peter Li, Chair	Dr. Jieming Chen (1)
Dr. Hans Schumann (2)	One Graduate Student
Dr. Nirmal Goswami (2)	Two Undergraduate Students

UNDERGRADUATE PROGRAM REVIEW COMMITTEE

Chaired by: Appointed by the Provost

Membership: The committee is composed of two representatives from each of the academic colleges who are selected by the deans and one representative from each of the academic colleges selected by the Faculty Senate, all serving staggered terms. One chair (from a program not being reviewed) selected by the Council of Chairs and one dean (with no programs currently being reviewed) selected by the Provost will each serve a one-year term.

Function: The role of the committee is to provide a systematic and consistent evaluation of approximately 20% of the academic majors offered by TAMU-K each year. Recommendations of the committee focus on the parameters established in the programmatic review guidelines, but may encompass other criteria. These recommendations, when necessary, should assist programs with majors in achieving stated missions and outcome measures. The committee will also follow up on the previous year's committee report to be sure all recommendations are being addressed.

UNDERGRADUATE PROGRAM REVIEW COMMITTEE

2018-2019 Membership

Dr. Subbarao Yeliseti (2), Chair	Dr. Brian Menaker (2)
Dr. Francisco Aguiniga (2)	Dr. Lana McDonnell (3)
Dr. Emil Badici (1)	Dr. Patrick Mills (1)
Dr. Lucy Camacho (3)	Dr. Afzel Noore (3)
Dr. Randy Colvin (3)	Dr. Monica Ratcliff (2)
Dr. April Conkey (1)	Dr. Kathleen Rees (3)
Dr. William Brice Finney (3)	Dr. Marsha Sowell (2)
Dr. Yi Li (2)	Dr. Thomas Spencer (1)
	Dr. Priti Verma (2)

WRITING INTENSIVE COURSE COMMITTEE

Chaired by: Appointed by the Associate Vice President for Academic Affairs (AVPAA)

Membership: One committee member is appointed from each academic college following recommendations from college deans. Members are appointed to two-year terms but may elect to serve for longer period.

Function: The committee addresses issues related to Writing Intensive (WI) courses. The committee approves newly proposed WI courses in collaboration with the University Undergraduate Curriculum Committee. Also the committee monitors delivery, scheduling, and overall effectiveness of WI courses. The committee advises the AVPAA. The committee collaborates with the

University Writing Center in a mutually beneficial relationship in which each unit advises the other for the purpose of continuous quality improvement regarding concerns and suggestions related to WI courses.

WRITING INTENSIVE COURSE COMMITTEE
2018-2019 Membership

Dr. Catherine Simpson (1)

Dr. Kylie Hubert (2)

Dr. Gonzalo Rivera (2)

Dr. Brian Menaker (2)

Dr. Matthew Alexander (2)

Dr. Steven Corbett, *ex officio*

**COUNCILS AND COMMITTEES REPORTING TO THE
ASSOCIATE VICE PRESIDENT FOR INFORMATION
TECHNOLOGY/CIO**

BANNER USERS GROUP

Chaired by: Appointed by the Associate Vice President for Information Technology/CIO

Membership: One voting representative at the Assistant Director or higher level from each of the following areas: Admissions, Business Services, Financial Aid, College of Graduate Studies, Registrar’s Office, and iTech. Non-voting representatives from Housing, Human Resources, International Student Services, Provost’s Office, Veteran Relations and other areas may be invited to attend on an as-needed basis.

Function: The Banner Users Group is part of the university IT governance structure and meets twice per month to coordinate Banner related activities and provide oversight of upgrades and improvement that impact the Banner system. The charged of the committee includes the following responsibilities: coordinate requesting, testing and upgrades of new versions and patches to Banner and Banner related modules; review and recommend the acquisition and implementation of new modules and software that integrates with Banner; approve enhancements to processes and procedures in Banner related systems and data; and provide appropriate training for Banner and Banner related system users. The Chair is appointed by the AVP for Information Technology/CIO. The Chairs will report items of significance to ITMU.

**BANNER USERS GROUP
2018-2019 Membership**

Ms. Millie Slaughter, Chair	Mr. Lee Moore
Dr. Linda Challoo	Mr. Arnold Trejo
Ms. Jennifer Minke	Ms. Marilu Ybanez

**INFORMATION TECHNOLOGY MANAGERS AND USERS COMMITTEE
(ITMU)**

Chaired by: Associate Vice President for Information Technology/CIO

Membership: The committee is comprised of representatives at the Assistant Director or higher level from the following departments/units: Admissions, Business Services, Communication Center, Distance Learning and Instructional Technology, Financial Aid, College of Graduate Studies, Institutional Research, Provost’s Office, Registrar’s Office, and iTech.

Function: The Information Technology Managers and Users Committee (ITMU) is a part of the university IT governance structure and serves as an advisory body to the Associate Vice President for Information Technology/CIO. The ITMU meets weekly to provide integrated and coordinated involvement of stakeholder groups with regard to the use of technology and will offer the framework for which a continuous dialogue can exist between the members. The involvement of the various business lines in the review, prioritization and discussion of technology investments, procedures, and plans is a requirement for effective and efficient use of technology. Oversight includes the following: review and advise on projects, priorities, and timing of projects; make recommendations regarding technology initiatives; facilitate communication regarding the use of technology; coordinate and disseminate information on upgrades of computing systems; coordinate upgrades and activities; serve as a forum for the exchange of ideas among constituents.

INFORMATION TECHNOLOGY MANAGERS AND USERS
COMMITTEE
2018-2019 Membership

Mr. Robert Paulson, Chair	Mr. Lonnie Nagel
Dr. Linda Challoo	Ms. Millie Slaughter
Mr. Rolando Garza	Mr. Arnold Trejo
Ms. Cheri Shipman	Ms. Mari Ybanez
Ms. Jennifer Minke	Ms. Miao Zhuang
Mr. Lee Moore	Mr. Martin Brittain

UNIVERSITY TECHNOLOGY ADVISORY COMMITTEE (UTAC)

Chaired by: Associate Vice President for Information Technology/CIO

Membership: The membership is comprised of iTech Directors, a representative for each College recommended by the College Deans, and a representative for departments as recommended by the Vice Presidents: Academic Affairs, Admissions Office, Administration, Business Services, Dean of Students, Distance Learning and Instructional Technology, Enrollment Services, Financial Aid Office, Financial Reporting, Graduate Studies, Human Resources, Library, Marketing and Communications, Provost’s Office, Registrar’s Office, Strategic Sourcing, Student Success, and University Policy Department; Faculty Senate and Student Government Association may each appointment a representative. A representative will be appointed from the Student Technology Advisory Committee and from the Academic Technology Advisory Committee.

Function: The University Technology Advisory Committee (UTAC) is a part of the University IT governance structure and serves as an advisory body to the Associate Vice President for Information Technology/CIO. The committee

assists with such tasks as IT strategic planning, reviewing information technology (IT) policies, communicating IT policies, procedures and activities, and evaluating the relative priority of various IT-related projects throughout the university. The UTAC has a strategic, university-wide technology emphasis. The committee meets monthly during the fall and spring semesters. Summer meetings and more frequent meetings may be scheduled if there are items that require action by the committee.

The UTAC charge includes the following responsibilities:

- 1) Advise the Associate Vice President for Information Technology/CIO on issues of computing, enterprise and academic software and systems, telecommunications, and other information technology;
- 2) Update the IT Strategic Plan; develop annual IT plans based upon the IT Strategic Plan;
- 3) Recommend policies, procedures and standards concerning information technology systems, security, software, hardware, and related matters;
- 4) Recommend priorities for annual IEP requests and for allocation of funds;
- 5) Make recommendations regarding technology equipment and initiatives; review and advise on major projects and services utilizing technology; recommend priorities for projects and services;
- 6) Facilitate university-wide communication regarding the use of technology;
- 7) Serve as a forum for the exchange of ideas among constituents.

UNIVERSITY TECHNOLOGY ADVISORY COMMITTEE (UTAC)
2018-2019 Membership

Mr. Robert Paulson, Chair	Mr. James Pollock
Dr. Humberto Perotto, Ag	Dr. Jaya Goswami
Dr. Haibin Su, A&S	Ms. Joanne Macias
Mr. Patrick De Los Santos, Business	Ms. Kirsten Compary
Dr. Mike Desiderio, Education	Dr. Linda Chaloo
Dr. Robert Diersing, Engineering	Ms. Maricelda Zarate
Dr. Ari Sherris, Faculty Senate	Mr. Martin Brittain
<i>Departmental Representatives:</i>	Ms. Millie Slaughter
Mr. Arnold Trejo	Mr. Ralph Stephens
Mr. Bruce Schueneman	Mr. Rodney Buckwalter
Mr. Carlos Martinez	Mr. Rolando Garza
Ms. Cheri Shipman	Mr. Val Ramirez
Mr. Henry Burgos	<i>iTech Directors:</i>
	Mr. Lee Moore
	Mr. Lonnie Nagel

COUNCILS AND COMMITTEES REPORTING TO THE VICE PRESIDENT FOR RESEARCH AND DEAN OF GRADUATE STUDIES

GRADUATE COUNCIL

Chaired by: Vice President for Research and Dean of Graduate Studies

Membership: The council is composed of the Dean and Associate Dean of the College of Graduate Studies and three representatives from each of the following undergraduate colleges: the Dick and Mary Lewis Kleberg College of Agriculture, Natural Resources and Human Sciences, the College of Arts and Sciences, the College of Business Administration, the College of Education and Human Performance, and the Frank H. Dotterweich College of Engineering (one representative appointed by the dean of each college and two representatives elected by the graduate faculty of each college).

Function: The council is responsible for developing and recommending policies and procedures concerning graduate studies such as: criteria for admission and retention, courses for graduate credit, proposals relating to new and existing programs, membership in the graduate faculty, evaluation of the quality of graduate education, and verification that students have met requirements for graduate degrees.

GRADUATE COUNCIL 2018-2019 Membership

Dr. Allen Rasmussen, Chair	Dr. David Ramirez
Dr. Karen S. Bradley	Dr. Greta Schuster
Dr. Mauro Castro	Dr. Alan Seitel
Dr. Rajab Chaloo	Dr. Sarjinder Singh
Dr. Ruth Chatelain-Jardon	Dr. David Wester
Dr. Marybeth Green	Dr. Randall Williams
Dr. Patricia Huskin	Dr. Nuri Yilmazer
Dr. Barbara Oates	Dr. Linda Chaloo, <i>ex officio</i>

INSTITUTIONAL ANIMAL CARE AND USE COMMITTEE

Chaired by: Appointed by the Vice President for Research and Dean of Graduate Studies from committee membership

Membership: The committee is composed of Chair, a Non-affiliated member at least one Scientist, at least one Non-Scientist, and a veterinarian.

Function: The committee reviews all activities with vertebrate animals to ensure the appropriate use, care, housing, and disposal of animals used for research,

teaching, or other activities related to TAMUK; reviews and approves animal use protocols submitted by faculty members; inspects the animal facilities and review their program at a minimum of every 180 days; and files appropriate federal reports.

INSTITUTIONAL BIOSAFETY BOARD

Chaired by: Appointed by the Vice President for Research and Dean of Graduate Studies

Membership: The board is composed of faculty and staff members with expertise in research involving biosafety or recombinant DNA, a plant expert, and a community representative and others as appointed by the Vice President for Research and Dean of Graduate Studies.

Function: The board reviews all research that may contain biohazardous material, In addition, the board must review all research involving recombinant DNA.

INSTITUTIONAL REVIEW BOARD FOR THE PROTECTION OF HUMAN SUBJECTS

Chaired by: Appointed by the Vice President for Research and Dean of Graduate Studies

Membership: The board is composed of faculty and staff from departments that do research using human subjects, at least one non-affiliated member, and at least one member classified as a “non-scientist” in the field of human subjects research. The Vice President for Research and Dean of Graduate Studies, the Associate Dean of Graduate Studies serve as the Institutional Official for the IRB.

Function: The board develops standards, reviews proposed projects to insure compliance with university policy related to provisions for health, welfare, privacy, dignity and human concerns in research (physical, mental, and social) involving human subjects and files appropriate reports.

TAMU-K COUNCIL FOR UNDERGRADUATE RESEARCH (TCUR)

Chaired by: Appointed by the Vice President for Research and Dean of Graduate Studies

Membership: One representatives appointed by the Dean of each of the five undergraduate colleges: the Dick and Mary Lewis Kleberg College of Agriculture, Natural Resources and Human Sciences, Arts and Sciences, Business Administration, Education and Human Performance, and the Frank H. Dotterweich College of Engineering; five representatives from

the undergraduate colleges appointed by the Vice President for Research & Dean of Graduate Studies from faculty members who are actively engaged in supporting undergraduate research. Two undergraduate student members will be appointed (one appointed by the Honors College Dean and one undergraduate student representative selected by Student Government Association).

Function:

The TAMU-K Council for Undergraduate Research (TCUR) shall be the body responsible for facilitating the development of undergraduate research, and for recommending policy standards, criteria, regulations, and procedures for undergraduate research in accordance with policies of TCUR. TCUR will work with the administration through the Office of the Vice President for Research & Dean of Graduate Studies to effect appropriate actions to promote undergraduate research at the University.

COUNCILS AND COMMITTEES REPORTING TO THE ASSOCIATE VICE PRESIDENT FOR STUDENT SUCCESS

CENTER FOR STUDENT SUCCESS ADVISORY BOARD

Chaired by: Associate Vice President for Student Success

Membership: The advisory board is composed of representation from each college, appointed by the Dean of each college, Representation from Student Affairs, Fiscal Affairs, Enrollment Management, Students, as well as ex officio representation from the Center for Student Success to include the Associate Vice President for Student Success, Director of Academic Support Resources, Coordinator of Advising, Advisors, Coordinator of the First Year Seminar, and Freshman Interest Group Coordinator.

Function: The Center for Student Success Advisory Board is a body that provides strategic advice regarding Center for Student Success Initiatives to improve freshman retention, improve all undergraduate students' time to degree, improve overall graduation rate, and overall student success

CENTER FOR STUDENT SUCCESS ADVISORY BOARD

2018-2019 Membership

Dr. Steve Bain, Chair	Ms. Laura Knippers (3)
Dr. Kathleen Rees (3)	Ms. Deborah Branstetter (3)
Dr. Michelle Garcia (3)	Students: 3 additional
Dr. Steven Lukefahr (3)	<i>Ex Officio Members:</i>
Dr. Richard Miller (3)	Dr. Shannon Baker
Dr. Elizabeth Janzen (3)	Ms. Rebeka Silvas
Dr. Jesus Carmona (3)	Ms. Veronica Salas
Dr. Valerie Bartelt (3)	Ms. Christina Rodriguez-Gonzalez
Dr. Nestor Sherman (3)	Ms. DeAnna Hamblin
Dr. Breanna Bailey (3)	Mr. David Gohre
Dr. Hua Li (3)	Ms. Breanne Flores-Contreras
Ms. Toni Alvarez (3)	Ms. Alma Limas
Ms. Gina Smith (3)	

FRESHMAN CONVOCATION COMMITTEE

Chaired by: Associate Vice President for Student Success

Membership: The committee is composed of one member from each of the academic colleges, appointed by the dean of each college, one representative appointed by the Associate Vice President for Student Success, two members from the Division of Student Affairs appointed by the Senior Vice President for Student Affairs, Enrollment Management, and University Administration, three students (two students from the student

body appointed by the Assistant Vice President for Student Affairs/Dean of Students and one student appointed by the Student Government Association), President of the Student Government Association, and, *ex-officio* members, the Band Director, the Marketing and Communications Representative, and the Director of Academic Advising.

Function: The mission of Freshman Convocation is to welcome students and to foster a sense of community, culture, pride and tradition in Texas A&M University-Kingsville. Held each fall semester, this program promotes an understanding of the role of higher education in life-long learning, it formally introduces first-year students to faculty and staff and introduces important campus traditions to new students such as the *Javelina Ring* and *Alma Mater*.

FRESHMAN CONVOCATION COMMITTEE
2018-2019 Membership

Dr. Shannon Baker, Chair	Ms. Christina Rodriguez-Gonzalez
Mr. Martin Brittain (2)	Ms. Cristina Briseno
Ms. Shea Pullam (3)	Ms. Julie Navejar (3)
Ms. Kirsten Compary (3)	Ms. Veronica Salas
Dr. Marsha Tucker (2)	Dr. Scott Jones, <i>ex officio</i>
Dr. Zonia Garcia-Obregon (3)	Ms. Kaley Dodd, SGA President
Dr. Steve Chumbley (3)	Students: 3 additional
Mr. Ramiro Torres (3)	

FIRST YEAR EXPERIENCE COMMITTEE

Chaired by: Associate Vice President for Student Success

Membership: The committee is composed of faculty from each college, appointed by the Dean of each college, Director of the Academic, Director of Advising, Coordinator of the First year Seminar, Freshman Interest Group Coordinator, Coordinator of Academic Career Literacy, AVID (Advancement Via Individual Determination) Coordinator, Director of Student Activities, Student representation, Residence Life, and Enrollment Management representation.

Function: **The First Year Experience** is a program for incoming freshmen to ensure a successful transition from high school to college. The various components of the First Year Experience encompass: Professional Academic Advising, First Year Seminar Course, Pathways Academic Assistance Center, Graduation Pathways Success Center, Javelina Read Program, Javelina Camp, Academic Career Literacy, Supplemental Instruction, Freshman Interest Groups and Living Learning Communities. The goals of the First Year Experience are: support freshmen to have a seamless transition to TAMUK and ensure their success. The First Year

Experience will provide information to students about all of the resources that are available at TAMUK as well as provide strategies for freshmen to develop critical thinking skills.

FIRST YEAR EXPERIENCE COMMITTEE
2018-2019 Membership

Dr. Shannon Baker, Chair	Ms. Amanda Galvan (3)
Ms. Veronica Salas (3)	Ms. Erin McClure (1)
Ms. Nicole Morris	Ms. Laura Knippers (2)
Ms. Christina Rodriguez-Gonzalez	Mr. Martin Brittain (2)
Dr. Greta Schuster (3)	Mr. David Gohre (2)
Dr. Breanna Bailey (2)	Ms. Gina Smith (3)
Dr. Polly Allred (3)	Ms. Margaret Mary Hensley (2)
	Students: 3 additional

UNIVERSITY COMMON READ COMMITTEE

Chaired by: Associate Vice President for Student Success

Membership: The committee is composed of faculty from each college, appointed by the Dean of each college, Javelina Read Program Coordinator, the Associate Director of Admissions, a community member from Kleberg Library, student representation, staff representation, and professional academic advisors appointed by the Associate Vice President for Student Success.

Function: **Javelina Read** is a program for incoming freshmen, but is also promoted throughout the campus, curriculum, and community. Each year a new book is selected by the Javelina Common Read Committee, which is comprised of faculty, staff, students, and community members. Once selected, the book is widely distributed throughout the campus and community for community building. Additionally, the goals of the common read program are: to serve as a community builder between faculty, staff, administrators, community of Kingsville, and students; promote culture of reading which will help students with success in their classes and will have long-term benefits for the student; engage students in their classes and help them to identify with other students; promote diversity, depending on book and author selection; to help with transition for first year students; and to connect liberal arts education with student's major.

UNIVERSITY COMMON READ COMMITTEE
2018-2019 Membership

Dr. Shannon Baker, Chair	Dr. Cheryl Lisa McNair (3)
Ms. Veronica Salas (2)	Dr. Kim Jones (2)
Dr. Anders Greenspan (2)	Ms. Kirsten Compary (3)
Mr. Rusty Karst (3)	Ms. Stephane Bain De Los Santos (3)

UNIVERSITY COMMON READ COMMITTEE
2018-2019 Membership (Cont.)

Ms. Nicole Morris, (3)

Ms. Laura Knippers (2)

Ms. Sue Nichols (2)

Mr. Joey Garcia (3)

Mr. Eric Winterbottom (2)

Students: 3 additional

COUNCILS AND COMMITTEES REPORTING TO THE DEAN OF THE COLLEGE OF ARTS AND SCIENCES

BAAS ADVISORY COMMITTEE

Chaired by: Appointed from the committee membership by the Dean of the College of Arts and Sciences

Membership: The committee is composed of the undergraduate degree advisor for the BAAS program and one faculty representative from each of the following undergraduate colleges: Dick and Mary Lewis Kleberg College of Agriculture, Natural Resources and Human Sciences, College of Arts and Sciences, College of Business Administration, College of Education and Human Performance, and Frank H. Dotterweich College of Engineering, recommended by the respective college dean. The appointees will serve staggered terms of three years.

Function: The committee reviews and approves requests for establishing new emphasis areas and requests for professional development course combinations not previously approved. The committee also reviews and approves requests for work experience credit. Substantive changes to the BAAS Program must be approved by the BAAS Advisory Committee. Depending on the nature of the changes, they may also have to be approved by the University Undergraduate Curriculum Committee.

BAAS ADVISORY COMMITTEE

2018-2019 Membership

Ms. Veronica Sala, Chair	Dr. Brian Menaker (2)
Dr. Ulan Dakeev (3)	Dr. Kathleen Rees (3)
Dr. Manuel Flores (2)	Dr. Gonzalo Rivera (3)

TRANSITIONAL EDUCATION COMMITTEE

Chaired by: Associate Vice President for Student Success

Membership: The committee is composed of the coordinator for Texas Success Initiative, the coordinator for Transitional Math, the coordinator for Transitional Integrated Reading and Writing, a representative from the College of Education and Human Performance, the Director of Academic Support Resources, and three additional transitional faculty members appointed by the Associate Vice President for Student Success.

Function: The purpose of the Transitional Education Committee is to: preserve and make possible educational opportunities for each postsecondary learner; To develop in each learner the skills and attitudes necessary for the attainment of academic, career, and life goals; To ensure proper placement

by assessing each learner’s level of preparedness for college coursework; To maintain academic standards by enabling learners to acquire competencies needed for success in mainstream college courses; To enhance the retention of students; To promote the continued development and application of cognitive and affective learning theory; To promote Learner-Centered Activities; To develop ESL Transitional course options for non-English speakers; To revise the Transitional Education Plan.

TRANSITIONAL EDUCATION COMMITTEE
2018-2019 Membership

Ms. DeAnna Hamblin, Chair (3)	Mr. Ramiro Torres (3)
Dr. Rebeka Silvas (3)	Mr. David Gohre (3)
Dr. Marie-Anne Mundy (3)	Dr. Jodi Marin (2)
Dr. Polly Allred (3)	Ms. Veronica Salas
Mr. Jose Guerra (3)	Dr. Jaya Goswami, <i>ex officio</i>

COUNCILS AND COMMITTEES REPORTING TO THE DEAN OF THE COLLEGE OF EDUCATION AND HUMAN PERFORMANCE

TEACHER EDUCATION COUNCIL

Chaired by: Dean of the College of Education and Human Performance

Membership: The council is appointed by the Dean, College of Education and Human Performance; thirteen representatives from areas of teaching fields and specializations, including one from the Dick and Mary Lewis Kleberg College of Agriculture, Natural Resources and Human Sciences, six from the College of Arts and Sciences, one from the College of Business Administration, and five from the College of Education and Human Performance; the Certification Officer; and two students (one graduate and one undergraduate).

Function: The council is vested with the responsibility of providing a forum for “interaction and consultation among faculty in those areas involved with teacher preparation” and soliciting recommendations on improving the quality of teacher preparation at the university.

COUNCILS AND COMMITTEES REPORTING TO THE DEAN OF THE HONORS COLLEGE

HONORS COLLEGE COUNCIL

Chaired by: Dean of the Honors College

Membership: The Honors College Council will consist of the Dean of the Honors College, one member of each of the other colleges of the University, two members of the faculty appointed by the Dean, one representative of freshman and sophomore Honors students, one representative of junior and senior Honors students, and President of the Honors College Student Council. The faculty representing the colleges of the University will be faculty having experience teaching in the college. They will be selected either by appointment or by election, as determined by the dean of that college, and will serve for a period of three years. Student representatives will be selected by the Dean of the Honors College and will serve for one year.

Function: Serve in an advisory role to the Dean on the administration of the College and have primary responsibility for decisions relating to curricula, methods of instruction and other aspects of student life that relate to the educational process.

HONORS COLLEGE COUNCIL

2018-2019 Membership

Dr. Thomas Spencer, Chair	Dr. Thomas McGehee
Dr. Bart Ballard	Dr. Cheryl McNair
Mr. James Glusing	Ms. Sue Nichols
Dr. Nirmal Goswami	Dr. Barbara Oates
Dr. Jody Marin	3 students

COUNCILS AND COMMITTEES REPORTING TO THE ASSISTANT VICE PRESIDENT FOR STUDENT AFFAIRS/DEAN OF STUDENTS

Ex-officio and *ad-hoc* members are not required to attend and do not vote. *Ad-hoc* members attend for specific cases or incidents. *Ex-officio* members may attend at any time from interest.

MULTICULTURAL COMMITTEE

Chaired by: Appointed from the committee membership by the Assistant Vice President for Student Affairs/Dean of Students

Membership: The committee is composed of a minimum of two faculty members from any college, at least two staff members, and four students.

Function: Plan awareness celebrations with emphasis on the contributions to rich multi-ethnic heritages.

MULTICULTURAL COMMITTEE

2018-2019 Membership

Elizabeth Laurence, Chair	Monica Medina, student
Luis Aguilar, student	Jessica Montenegro, student
Nkesi Chukwu, student	Vicky Thompson, student
Diego De Luna, student	Yi-Ju Elaine Tien, faculty
Jasmine Estelle, student	Victor Villegas, student
Shelby Jenkins, student	Shu Chuan Hsu, faculty
Kelly Jifon, student	

UNIVERSITY DISCIPLINARY COMMITTEE

Chaired by: Appointed from the committee membership by the Assistant Vice President for Student Affairs/Dean of Students

Membership: The UDC's composition includes three staff members: two representatives from the Division of Student Affairs and one at-large from the University, two faculty (from any college), and two students. The Assistant Vice President for Student Affairs/Dean of Students serves as an *ex-officio* member. Final decisions of this body are communicated through the chair.

Function: The UDC adjudicates non-academic misconduct cases that are serious in nature. The Assistant Vice President for Student Affairs/Dean of Students determines the seriousness of the violation and will refer cases to this committee. It is the responsibility of the committee to make a reasonable determination of the validity of charges against the student and to express its judgment regarding the appropriateness of the proposed sanctions. The student may choose an advisor to accompany, but not represent, him or

her. The Associate Dean of Students may be willing to serve as an advisor to the student(s) (defendants). The decision of this body may be appealed to the Senior Vice President for Student Affairs, Enrollment Management, and University Administration.

UNIVERSITY DISCIPLINARY COMMITTEE
2018-2019 Membership

Mr. Crispin Trevenio, staff
Ms. Laura Knippers, staff
Mr. Matthew Garza, staff
Ms. Veronica Salinas, staff
Ms. Lori Urbanovsky, staff

Dr. Susan Roberson, faculty
Dr. William McClendon, faculty
Dr. Nirmal Goswami, faculty
Mr. Marc Cruz, student
Vacant – Student Rep.

COUNCILS AND COMMITTEES REPORTING TO THE DIRECTOR OF COMPLIANCE

AMERICANS WITH DISABILITIES ACT (ADA) COMPLIANCE COMMITTEE

- Chaired by: Director of Compliance and a co-chair who is appointed by the Director of Compliance
- Membership: Faculty, staff, and students from the Divisions of Academic and Student Affairs and the Departments of Student Health and Wellness, Risk Management, Planning and Construction, and Physical Plant, assigned by the chair and co-chair.
- Function: The committee will review the university facilities and furnishings for equal access to identify deficiencies to determine adjustments, funding, and maintenance planning.

TITLE IX COMPLIANCE COMMITTEE

- Chaired by: Director of Compliance
- Membership: Membership consists of representatives from Student Life and Conduct, University Police, Housing, Student Health and Wellness, Human Resources, STEM academic areas, Athletics, faculty, International Student Services, Academic Affairs, and Graduate Studies.
- Function: Reviews university implementation of Title IX directions and expectations from federal regulatory agencies. The committee then assists with making adjustments as necessary. Some members of the committee will serve as Deputy Coordinators in their areas, and will be the primary contact for Title IX issues that arise under those functions. Some, if not all, members of the committee will serve as trained investigators to conduct investigations where there are internal complaints or allegations of Title IX violations.

UNIVERSITY COMPLIANCE COMMITTEE

- Chaired by: Director of Compliance
- Membership: Membership consists of the following: the Associate Vice President for Support Services, the Associate Vice President for Academic Affairs, the Associate Vice President for Information Technology, the Director of Budgets, the Director of Risk Management, the Executive Director of Human Resources, the Director of Planning and Assessment, the Assistant Athletic Director for Compliance, the Comptroller, the Chief of Police, the

Director of Financial Aid, the Registrar, the Director of the Wellness Center, the Assistant Vice President for Student Affairs, Dean of Students, and the Director of Research and Sponsored Programs

Function: The committee is responsible for the development and implementation of the university compliance plan, as required by System Policy. The committee oversees and addresses university compliance issues, with regard to system, state and federal regulations.

COUNCILS AND COMMITTEES REPORTING TO THE FACULTY SENATE

ADMINISTRATOR EVALUATION COMMITTEE

Chaired by: Appointed by Faculty Senate President

Membership: Membership consists of two representatives from each academic college and the Library appointed by Faculty Senate President.

Function: To annually evaluate university administrators: department chairs, deans, directors of the Library and iTech, assistant and associate VP's, VP's and President. In order to fulfill this charge, the committee must be responsible for the validity and reliability of the survey instrument. The Committee must oversee its administration in order to ensure confidentiality. The Committee is charged with collecting the data and reporting the results to the evaluatee and to the Faculty Senate in a timely manner. Additional matters may be considered as deemed appropriate by the Committee.

ADMINISTRATOR EVALUATION COMMITTEE
2018-2019 Membership

ANNUAL FACULTY LECTURE COMMITTEE

Chaired by: Previous year's Annual Faculty Lecturer.

Membership: The four most recent winners and one member from each college appointed by President of Faculty Senate.

Function: The charge to the Committee is normally twofold: (1) to plan a Spring reception and presentation of the Annual Faculty Lecture to be given by the faculty member selected in the previous spring; and (2) to solicit nominees and select an individual to deliver the Annual Faculty Lecture the following spring. In addition, an alternate is to be selected. An additional charge to this committee is to determine the feasibility of funding a stipend for the faculty lecture.

ANNUAL FACULTY LECTURE COMMITTEE
2018-2019 Membership

FACULTY BENEFITS COMMITTEE

Chaired by: Appointed by Faculty Senate President

Membership: Membership consists of one representative from each academic college and the Library, five retired faculty, and one representative of Human Resources appointed by Faculty Senate President.

Function: To serve as a channel of communication between retired faculty and the University. The Committee also communicates changes in benefits to all faculty, both retired and active. To fulfill this charge may involve communicating with the Executive Director of Human Resources or the institutional representative to SEBAC (System Employees' Benefits Advisory Committee). This committee is also to make any recommendation to the Faculty Senate regarding benefits policies for both retired and active faculty.

FACULTY BENEFITS COMMITTEE
2018-2019 Membership

COMMITTEE ON COMMITTEES

Chaired by: Elected by committee membership

Membership: Membership consists of one representative from each academic college and the Library.

Function: To select individuals for the various committees reporting to the Faculty Senate and other committees requiring individuals chosen by the Faculty Senate.

COMMITTEE ON COMMITTEES
2018-2019 Membership

Dr. Timothy Oblad
Dr. Larry Knight
Dr. Jack Shorter

Dr. Ari Sherris
Dr. Tushar Sinha
Ms. Christine Radcliff

ELECTION COMMITTEE

Chaired by: Elected by committee membership

Membership:

Function: The charge to this Committee is to conduct and oversee all university elections for the Faculty Senate.

ELECTION COMMITTEE
2018-2019 Membership

Dr. Benjamin Turner
Dr. Brent Hedquist
Dr. Hans Schumann

Dr. Marsha Sowell
Dr. Patrick Mills

EXECUTIVE COMMITTEE & ETHICS COMMITTEE

Chaired by: President of Faculty Senate

Membership: President, President-Elect, Secretary, Parliamentarian, and representatives of the Dick and Mary Lewis Kleberg College of Agriculture, Natural Resources and Human Sciences, College of Business Administration, College of Education and Human Performance, and the Frank H. Dotterweich College of Engineering, all chosen from members of the Faculty Senate by secret ballot.

Function: To provide executive leadership for Faculty Senate as the Executive Committee. This committee also serves as the Ethics Committee to consider any ethical dilemmas or questions brought before it and in this capacity reports to the University President.

EXECUTIVE & ETHICS COMMITTEE 2018-2019 Membership

Dr. Elizabeth Janzen, President	Dr. Polly Allred, Parliamentarian
Dr. Ambrose Anoruo, President Elect	Dr. Tanner Machado
Ms. Christine Radcliff, Secretary	Dr. Jeffrey Glick
	Dr. Jack Shorter
	Dr. Marsha Sowell
	Dr. Amit Verma

PIPER AWARD COMMITTEE

Chaired by: Most recent award recipient. If none, chair is elected by committee.

Membership: Previous recipients of the Piper Award and one faculty member from each college appointed by the President of the Faculty Senate.

Function: To nominate a campus candidate for the following year's Piper Foundation Award for "dedication to the teaching profession and for their outstanding academic, scientific, and scholarly achievement." The committee shall, in collaboration with the office of the Associate Vice President of Academic Affairs, issue a call for nominations in the spring term preceding the final application deadline. Evaluation and selection of the final nominee will be conducted through the spring term, the decision announced in August. The committee's nominee will then assemble his/her materials, to be submitted to the Office of the Associate Vice President of Academic Affairs at least one month prior to the final deadline (generally in mid-November). For more information: <https://comptroller.texas.gov/programs/education/msp/funding/programs/pnominationform.php>

PIPER AWARD COMMITTEE
2018-2019 Membership

Dr. Randall Williams, Chair
Dr. Amber Shipherd
Dr. Alex Sanchez

Dr. Ruth Chatelain-Jardon
Dr. Gahangir Hossain
Dr. Tanner Machado

RESOLUTIONS & BY-LAWS COMMITTEE

Chaired by: Chosen from members.

Membership: Membership consists of one representative from each academic college and the Library.

Function: To approve/develop resolutions and By-Laws for Faculty Senate; also serves as the Faculty Handbook Committee. The Committee's charge in this capacity includes implementing changes, additions, and deletions in appropriate sections of the Faculty Handbook. The Committee is also responsible for the editing of grammar, punctuation, etc., in the Handbook. The Committee also oversees the printing of new editions of the Handbook and the printing of pages to be inserted into existing copies of the Handbook when appropriate. The Committee is also responsible for ensuring that versions of the Handbook posted at the University websites are correct and up to date. Any new editions of the Handbook and inserts should be ready by the beginning of the Fall semester, if possible. However, all changes, other than those mandated by System policy and state law, must be approved by the full Senate in a regularly scheduled meeting. Therefore, (1) such changes should be approved in the May meeting whenever possible, or (2) changes could be printed over the summer with a cover page indicating that the Senate has not approved the changes and with the understanding that the Senate may not approve of the changes in which case the relevant sections of the Handbook would have to be reissued. The Handbook Committee does not set policy, nor is it responsible for approving additions or changes. Instead, the Committee works closely with the Executive Committee of the Faculty Senate and the Office of Academic Affairs which are responsible for providing the Handbook Committee with approved policies and procedures.

RESOLUTIONS AND BY-LAWS COMMITTEE
2018-2019 Membership

FACULTY EVALUATION COMMITTEE

Chaired by: Appointment by the Faculty Senate President.

Membership: At least two members from each academic college and the library.

Function:

To monitor the process of faculty evaluation in all its facets, including (but not limited to) the forms used for evaluation, the definition of relevant terms (such as “research” or “scholarly endeavor”), and student rating of instruction and its use in the evaluation process. This committee will recommend changes in the evaluation process to the full Senate, and will act as the Senate’s representative for reviewing requests for change from any stakeholder. All aspects of any official Student Rating of Instruction instrument, including its content, administration, and usage, is determined by this committee.

FACULTY EVALUATION COMMITTEE

2018-2019 Membership

Dr. Lana McDonnell

Dr. Lorraine Killion

Dr. Veronica Salinas Lopez

Dr. Patricia Huskin

Dr. Kathleen Rees

Dr. Matthew Alexander

Dr. Ruth Chatelain-Jardon

Ms. Elizabeth Baker

Dr. Thomas Krueger

COUNCILS AND COMMITTEES REPORTING TO THE VICE PRESIDENT OF ADVANCEMENT AND EXTERNAL RELATIONS

ALUMNI FACULTY AWARDS COMMITTEE

Chaired by: Elected by Committee.

Membership: Five past winners of Alumni Faculty Awards chosen by President of Faculty Senate and one ex-officio member appointed by Vice President for Advancement and External Relations.

Function: To recommend Javelina Alumni Association Faculty Distinguished Research Award and Distinguished Teaching Award nominees to University President.

ALUMNI FACULTY AWARDS COMMITTEE

2018-2019 Membership

Dr. Mauro Castro	Dr. Jaya Goswami
Dr. Bart Ballard	Dr. Stacey Gaines
Dr. Greta Schuster	Mr. Randy Hughes, <i>ex officio</i>

COMMITTEE ON NAMING AND RECOGNITION

Chaired by: Vice President for Advancement and External Relations.

Membership: Membership will include the following: current Faculty Senate President, current Staff Council President, SGA President or designee, two members from the requesting department or college, Dean of requesting college, Development Officer responsible for gift, and two community members.

Function:

COMMITTEE ON NAMING AND RECOGNITION

2018-2019 Membership

Mr. Brad Walker, Chair	Two members from requesting
Faculty Senate President	department
Staff Council President	Dean of requesting college
SGA President or designee	Development Officer responsible for gift
Chief of Staff or President's designee	Two community members