

5. University Senate Committee Charges

A. ALL-UNIVERSITY HONORS COMMITTEE

The All-University Honors Committee solicits and reviews nominations for all-University honors.

Membership

The All-University Honors Committee shall be composed of:
no more than 8 faculty members (including one from each system campus, where appropriate),
2 academic professional members,
3 students,
2 civil service members,
5 alumni, and
ex officio representation as specified by vote of the University Senate.

Faculty, academic professional, civil service, and student members shall be appointed by the Committee on Committees. Alumni members shall be appointed by the director of alumni relations.

Duties and Responsibilities

- a. To solicit campuses, institutes, schools, and colleges for nominations for various University honors, naming of buildings, and nominations for outstanding achievement awards.
- b. To review such material and make recommendations to the president, who will refer such matters to the Board of Regents for final selection.
- c. To keep all deliberations and votes confidential except where publication is necessary for official purposes.
- d. To recommend to the Senate Consultative Committee such actions or policies as it deems appropriate.

B. DISABILITIES ISSUES COMMITTEE

The Disabilities Issues Committee recommends University policies, procedures, programs, and services concerning faculty/academic professionals, students, staff, and guests of the University with disabilities.

Membership

The Disabilities Issues Committee shall be composed of:
at least 7 faculty members,
2 academic professional members,
4 students (two graduate/professional and two undergraduates),
2 civil service members, and
ex officio representation as specified by vote of the University Senate.

Faculty, academic professional, civil service, and student members shall be appointed by the Committee on Committees.

Duties and Responsibilities

- a. To advise the president and administrative offices, including the disability resource centers at each campus and the University ADA Coordinator, on policies, programs, and services for students, employees, and guests of the University.
- b. To promote compliance with laws relating to students, staff, and guests of the University with disabilities.
- c. To review policies and practices in light of legal compliance aspects, deployment of resources, and effectiveness in meeting the needs of the University community, and to recommend changes.
- d. To inform the University community of the special concerns of its members with disabilities and of the available resources.
- e. To recommend to the University Senate and the Senate Consultative Committee resolutions, actions or policies as it deems appropriate.

C. EQUITY, ACCESS, AND DIVERSITY COMMITTEE

The Equity, Access, and Diversity Committee is primarily concerned with the impact and compliance of University policies, programs, and services on equal opportunity, affirmative action, and diversity from a system perspective.

Membership

The Equity, Access & Diversity Committee shall be composed of:
at least 7 faculty members,
2 academic professional members,
6 students (including at least one from each system campus),
2 civil service members, and
ex officio representation as specified by vote of the University Senate.

Faculty, academic professional, civil service, and student members shall be appointed by the Committee on Committees. Each system campus shall have at least 1 faculty or academic professional member where appropriate.

Duties and Responsibilities

- a. To advise the president and administrative offices on the impact of University policies, programs and services on equal opportunity, affirmative action and diversity from a system perspective.
- b. To promote compliance among the University community with equal opportunity, affirmative action and diversity laws and policies relating to students and staff.
- c. To review policies, programs and services related to equal opportunity for and the diversity of students and employees, and recommend any changes.
- d. To bring concerns to the Senate, as appropriate.
- e. To recommend to the Senate Consultative Committee such actions or policies as it deems appropriate.

D. FINANCE AND PLANNING COMMITTEE

The Finance and Planning Committee serves as the consultative body to the president and senior University officers on all major issues of planning, budget, resource allocation policy, and University operations.

The committee is expected to consider matters of University-wide policy or effect.

The Committee may, from time to time, act as a Twin Cities campus committee, and take up matters exclusively of concern to the Twin Cities, and may appoint subcommittees to deal with issues that pertain to the entire University or only to the Twin Cities campus.

Membership

The Finance and Planning Committee shall be composed of:

10 faculty members,
2 academic professional members,
4 students,
2 civil service members, and
ex officio representation as specified by vote of the University Senate.

Faculty, academic professional, civil service, and student members shall be appointed by the Committee on Committees.

Duties and Responsibilities

- a. To consult with and advise the president and senior University officers on planning, and in particular on financial and operational planning.
- b. To consult with and advise the president and senior academic and financial officers on the development of the biennial request, of supplemental budget requests, and the annual budget and to review the implementation of the annual budget.
- c. To consult with and advise the president and senior University officers on the development of the University's capital budget and capital plans, the biennial capital request, supplemental capital requests, and the implementation of capital projects.
- d. To participate in the development and review of all physical facilities planning.
- e. To consult with and advise the president and senior University officers on the financial and operational aspects of all major proposals and policy initiatives.
- f. To consult with and advise the president and senior University officers on other questions of resource allocation, including space allocation.
- g. To consult with and advise the president and senior University officers on the periodic review of University operations.
- h. To recommend to the Faculty Consultative Committee, Senate Consultative Committee, or to other Senate committees such actions or policies as it deems appropriate.

- i. To take up other matters as shall be referred to the committee by the Faculty Consultative Committee, the Senate Consultative committee, or other Senate Committees.

E. INFORMATION TECHNOLOGIES COMMITTEE

The Information Technologies Committee represents faculty, academic professional, civil service and student interests in the development, implementation, and distribution of information technologies at the University. Information technologies include information systems (including their associated hardware and software) and the electronic exchange of information among faculty, staff and students.

Membership

The Information Technologies Committee shall be composed of:

8 faculty members,

4 academic professional members,

3 student members (with at least one undergraduate and one graduate student),

1 civil service member, and

ex officio representation as specified by vote of the University Senate.

Faculty, academic professional, civil service, and student members shall be appointed by the Committee on Committees.

Duties and Responsibilities

- a. To make recommendations to the Senate on matters concerned with policies and administration of information technologies.
- b. To monitor the working of existing policies, advise the president, vice presidents and chief information officer, review major initiatives and propose new initiatives for the deployment and advancement of information technologies.
- c. To coordinate recommendations with the appropriate Senate and non-Senate committees, and the Senate Library, Faculty Affairs and Educational Policy Committees.
- d. To recommend to the Senate Consultative Committee such actions or policies as it deems appropriate.

F. INTERCOLLEGIATE ATHLETICS COMMITTEE

The Intercollegiate Athletics Committee will advise and consult with the President, the responsible senior administrators, and the Director of Intercollegiate Athletics on policies and major decisions relating to intercollegiate athletics at the University.

Regents policy delegates immediate administration of the athletics departments to the President, the central administration, and the Director of Intercollegiate Athletics; this committee has no direct role in the day-to-day management of the department.

Membership

The Intercollegiate Athletics Committee shall be composed of:

8 tenured Twin Cities faculty members,
2 Twin Cities academic professional members,
4 Twin Cities student members,
1 Twin Cities civil service member,
2 alumni members,
the 2 faculty athletics representatives to the NCAA, and
ex officio representation as specified by vote of the Twin Cities Delegation.

The chair, faculty, academic professional members, and civil service shall be appointed by the Senate Committee on Committees. Two student members shall be appointed by the Student Committee on Committees, and two student members shall be selected by the representatives of students in the intercollegiate athletics program. Alumni members shall be appointed by the director of alumni relations.

No one, other than the Faculty Representatives to the NCAA, may serve more than six (6) consecutive years on this committee.

Duties and Responsibilities

- a. To advise the Director of Intercollegiate Athletics regarding policies and major decisions relating to their programs and operations, except that academic and compliance issues are delegated to the Faculty Academic Oversight for Intercollegiate Athletics Committee.
- b. To assist the Faculty Academic Oversight for Intercollegiate Athletics Committee in carrying out its responsibilities when requested.
- c. To advise and consult on issues of equity, diversity, and student welfare.
- d. To advise and consult regarding the finances of the athletics departments.
- e. To advise and consult regarding the physical facilities and services and their use.
- f. To advise and consult on personnel matters of the athletics department.
- g. To participate, either representative(s) or the full committee, in searches for the Directors of Intercollegiate Athletics, of Academic Center for Student-Athletes and of Athletic Compliance, and in searches for major coaching positions, and in any periodic comprehensive performance review of these positions, paying particular attention to the qualifications of candidates in the fields of academic performance and compliance.

G. LIBRARY COMMITTEE

The Library Committee represents faculty, academic professional, civil service, and student interest in the University libraries.

Membership

The Library Committee shall be composed of:
12 faculty/academic professional members,
4 students,
1 civil service member, and
ex officio representation as specified by vote of the University Senate.

Faculty, academic professional, civil service, and student members shall be appointed by the Committee on Committees. Academic professionals members must be eligible to serve in the Faculty Senate. Civil service members shall not be a library employee.

Duties and Responsibilities

- a. To make recommendations to the Senate on all matters concerned with the policies and administration of University libraries.
- b. To advise the directors and other heads of University libraries.
- c. To evaluate University-wide library facilities, services, and collections.
- d. To recommend to the Senate Consultative Committee such actions or policies as it deems appropriate.

H. SENATE COMMITTEE ON COMMITTEES

The Senate Committee on Committees appoints members of certain committees of the University Senate, Faculty Senate, and Student Senate, and advises the Senate Consultative Committee, Faculty Consultative Committee, and Student Consultative Committee on the committee structure of the University Senate, Faculty Senate, and Student Senate.

Membership

The Senate Committee on Committees shall be composed of:
15 elected tenured or tenure-track faculty members,
4 academic professional members, and
2 civil service members.

Of the faculty members, 1 shall be from the Morris campus and the remainder from the Twin Cities campus. Twin Cities faculty members shall be nominated by the Senate Committee on Committees and approved by the Twin Cities Faculty Delegation. System campus faculty members shall be appointed in a process determined by each campus. The academic professional members shall be appointed using procedures established by the P&A Consultative Committee. The civil service members shall be appointed using procedures established by the Civil Service Consultative Committee. In case of a faculty vacancy, the remaining committee members, by majority vote, shall fill the vacancy by interim appointment until the next general election. In case of an academic professional or civil service vacancy, the appointing authority shall fill the vacancy for the remainder of the term.

The Senate Committee on Committees shall elect its chair from amongst its members for a one-year term of office. The chair is eligible for re-election to that position.

Duties and Responsibilities

- a. To appoint faculty, academic professionals, civil service, and chairs to those committees of the appropriate Senate specified in the Bylaws of the appropriate Senate. The committee shall give consideration to 1) representation from the various campuses and units when appropriate; 2) the number of committees on which the faculty, academic professional, or civil service currently is serving; 3) the principle of rotation of committee assignments; 4) the recommendations of the respective committee chairs, faculty, academic professional, civil service; and 5) expressions of interest in committee service offered by faculty, academic professionals, and civil service. In addition, the committee shall select senators for committee membership when appropriate to encourage communication between the appropriate Senate and its committees. The committee also shall strive to assure full and adequate representation by race, sex, and academic rank in constituting committees.
- b. To meet during the fall semester with committee chairs, on a rotating basis determined by the committee, to review with each committee chair the charge to the committee and how well it has been functioning, and pursuant to these discussions, to make recommendations to the appropriate consultative committee about any changes in committee structure, charge, or membership which it deems appropriate.
- c. To review and forward to the appropriate Senate any proposed changes to the charge, membership, or ex officio members for committees of the appropriate Senate for approval.

- d. To solicit annually from all faculty, academic professionals, and civil service members a list of Senate committees on which they have an interest in serving.
- e. To recommend to the Student Committee on Committees and the appropriate consultative committee such actions or policies as it deems appropriate.

I. SENATE CONSULTATIVE COMMITTEE

The Senate Consultative Committee shall represent the faculty, academic professionals, civil service staff, and students at large and not the individual campuses, institutes, colleges, schools, or departments of the University.

The Senate Consultative Committee shall serve as the consulting body to the president and as the executive committee University Senate.

Membership

The Senate Consultative Committee shall be composed of the:
10 elected members of the Faculty Consultative Committee,
the immediate past chair of the Faculty Consultative Committee,
7 elected members from the Student Consultative Committee,
2 academic professional members from the P&A Consultative Committee,
2 civil service members from the Civil Service Consultative Committee, and
the vice chair of the University Senate.

The chair of the Faculty Consultative Committee shall serve as chair of the Senate Consultative Committee.

Articles II, Section 2(f), Article IV, Section 2(f) and Article VI, Section 2(e) of the Rules governing absences from committee meetings and Article I, Section 4, Article III, Section 4, and Article V, Section 4 of Bylaws governing absences from Senate meetings shall apply to the Senate Consultative Committee.

Duties and Responsibilities

Consultative

- a. To meet with the president or other University officers to discuss issues or policies of the University of concern and, as appropriate, to make recommendations concerning such matters to the University Senate.
- b. To initiate whatever studies it deems necessary and appropriate or to request such studies from the president or senior academic officers or from committees of the University Senate.
- c. To consult with the president or senior academic officers, in cooperation with the Finance and Planning Committee, on planning and on the annual budget and the biennial request.
- d. To receive from any faculty member, academic professional, civil service staff member, or student notification of concerns which may require consultation with the president or senior academic officers.

Steering

- a. To superintend and direct all committees of the University Senate, which includes the authority to require that any committee of the University Senate report on any matter within its jurisdiction within 30 days.

- b. To receive recommendations of any faculty member, academic professional, civil service staff member, or student who wishes to present a proposal to the Senate and to refer or act upon such recommendations as it deems appropriate.
- c. To route to the appropriate body all documents, proposals, or papers on any matter pertaining to the affairs of the University Senate.
- d. To convene on a regular basis the chairs of the major University Senate committees as a coordinating committee to discuss and track agenda items.
- e. To serve as a coordinating body between the president and the Senate or a committee of the University Senate.
- f. To prepare and distribute the agenda for each meeting of the University Senate in accordance with the Constitution, Bylaws, and Rules of the University Senate. Notwithstanding any other provisions in these Bylaws or the Senate Rules, the Senate Consultative Committee shall have final authority over the docket of the University Senate meetings.
- g. To recommend, with the approval of the University Senate, such rules of procedure as are not provided in the Constitution or Bylaws.
- h. To keep the published Constitution, Bylaws, and Rules of the University Senate up to date.
- i. To convene as needed joint meetings (1) of the Civil Service Consultative Committee, the Faculty Consultative Committee, and the Professional and Administrative Consultative Committee, or (2) the Faculty Consultative Committee and the Professional and Administrative Consultative Committee, to discuss new administrative or regental policies, or changes to existing policies, that apply (1) to all individuals in their capacity as employees of the University or (2) to faculty members and professional and administrative staff. Such meetings will not consider policies that have a direct effect on students.

Executive

- a. To serve as a deliberative body of the University Senate on all major items it deems necessary and appropriate.
- b. To act on behalf of the University Senate when a decision is required prior to the next scheduled meeting of the University Senate and when a decision is required when it would not be possible to convene a special meeting of the University Senate in a timely fashion; such actions will be reported to the University Senate at its next meeting and the University Senate may then overrule the Senate Consultative Committee.
- c. To examine any action taken respecting the University by the Board of Regents, the central administration, or by another individual or body having any relationship with the University.
- d. To appoint or assist in appointing, when requested, members of non-Senate committees.

- e. To appoint special committees or subcommittees or to employ other devices which it deems necessary and appropriate.
- f. To report regularly on any matters which, in its judgment, should be brought to the attention of the University at large or specifically to the attention and consideration of the University Senate.
- g. To dispose of business which appears to be not germane to the purposes of the University Senate.
- h. To make editorial changes in University Senate policies and documents (including the constitution, bylaws, and rules) to reflect changes in titles of administrative offices or officers; the changes will be reported to the University Senate for information.
- i. To correct grammatical and punctuation errors and to approve other non-substantive technical amendments in existing administrative policies previously approved by the University Senate and in University Senate documents (including the constitution, bylaws, and rules); such actions will be reported to the University Senate at its next meeting and the University Senate may then overrule the Senate Consultative Committee.

J. SOCIAL CONCERNS COMMITTEE

The Social Concerns Committee is primarily concerned with the interrelationship between the University and the broader social community. It is concerned with the nature and extent of the University's response to social concerns.

Membership

The Social Concerns Committee shall be composed of:

7 faculty members,
3 academic professional members,
7 students,
3 civil service members,
3 alumni representatives, and
ex officio representation as specified by vote of the University Senate.

Faculty/academic professional, civil service, and student members shall be appointed by the Committee on Committees. The alumni members shall be appointed by the director of alumni relations.

Duties and Responsibilities

- a. To make recommendations to the Senate for the University's response to social concerns and to advise the president and senior academic officers with respect to these matters.
- b. To initiate on a regular basis campus fora on current controversial issues.
- c. To annually determine which of the University's investments have shareholder resolutions that should be of concern to the University and to recommend specific votes on these resolutions.
- d. To recommend to the Senate Consultative Committee such actions or policies as it deems appropriate.

K. STUDENT ACADEMIC INTEGRITY COMMITTEE

The Student Academic Integrity Committee is an advisory body to the Senior Vice President for Academic Affairs and Provost and to the administrative officers responsible for education, outreach, and sanctions related to issues of academic integrity.

Membership

The Student Academic Integrity Committee shall be composed of:

5 faculty members,

3 academic professional members,

6 students (including one from each system campus; of the two Twin Cities representatives, one shall be a graduate or professional student and one shall be an undergraduate student), and

ex officio representation as specified by vote of the University Senate.

Members will be appointed by the Committee on Committees. Academic professional members must be eligible to serve in the Faculty Senate. At least 1 faculty or academic professional member must be from a system campus. The chair of the committee shall be a tenured faculty member.

Duties and Responsibilities

- a. To review the appropriateness and adequacy of the mechanisms to deal with academic integrity in the University as a whole, on each of the campuses, and in each of the colleges, and to make recommendations to the appropriate campus administrators and the University Senate for revisions of University policies that are necessary to ensure academic integrity.
- b. To advise the appropriate campus administrators who have primary responsibility for academic integrity on all matters the committee deems appropriate, including but not limited to (1) ways to make academic integrity an integral value of the University, (2) the development and dissemination of best practices to ensure academic integrity, (3) processes and procedures for considering allegations of student academic misconduct, and (4) the nature of sanctions that should be imposed on those who are found to have violated University rules concerning academic integrity.
- c. To review records of academic misconduct allegations in order to make policy recommendations to the appropriate campus administrators who have primary responsibility for academic integrity and the Senate.
- d. To advise the Senior Vice President for Academic Affairs and Provost regarding the appointment of the Twin Cities academic integrity officer.
- e. To confer with appropriate Senate committees on matters of academic integrity as needed.

[Note: this bylaw and references to academic misconduct are not to be construed as conflicting with, or superseding, other bylaws or University policies related to research misconduct, conflict of interest, or the ethical conduct of research and scholarship.]

[Note: individual colleges and campuses may also appoint committees on academic integrity issues, which will review and promote academic integrity issues in the particular unit.]

L. STUDENT BEHAVIOR COMMITTEE

The Student Behavior Committee is the central judiciary body for the Twin Cities Campus in all cases involving violations of the University's Student Conduct Code by individual students and as the primary judiciary body for the Twin Cities Campus in all cases involving violations of University rules and policies by student organizations under the jurisdiction of the Student Activities Office.

Membership

The Student Behavior Committee shall be composed of:
at least 12 faculty/academic professional members,
at least 10 students, and
ex officio representation as specified by vote of the Twin Cities Delegation.

Members shall be appointed by the Committee on Committees. The chair of the committee shall be a tenured faculty member.

Duties and Responsibilities

- a. To serve as the central judiciary body for the Twin Cities Campus in all cases involving violations of the University's Student Conduct Code by individual students.
- b. To serve as the primary judiciary body for the Twin Cities Campus in all cases involving violations of University rules and policies by student organizations under the jurisdiction of the Student Activities Office.
- c. To hold hearings in accordance with procedures specified in the University's Student Conduct Code and procedures adopted by the committee and approved by the Student Affairs Committee.
- d. To recommend to the Senate Consultative Committee such actions or policies as it deems appropriate.