

Article 2: Organization

Section 3. Composition: The voting members of the Senate shall consist of one elected senator from each formal academic department having at least four full-time faculty equivalents; one elected senator from each school lacking formal departments; one elected senator from the Libraries; one elected senator from the nontenure-track faculty members of the Cooperative Extension System who are not included in academic departments; one elected senator from the nontenure-track faculty in University Outreach who are not included in academic departments; one elected senator from the nontenure-track faculty of the Alabama Agricultural Experiment Station who are not included in academic departments; and the following ex officio members: the provost, the dean of Libraries, the Student Government Association president, the Graduate Student Organization president, the chair of the Administrative and Professional Assembly, the chair of the Staff Council, the officers of the Senate, and the appointed members of the Senate Steering Committee. There shall also be nine members appointed by the president of the University from among the University vice presidents and deans of colleges and schools, excluding the provost. The presidential appointees shall serve for one year; their appointments shall be reported to the secretary between April 15 and May 15 and shall be effective as of the first Senate meeting of the fall term. The presidential appointments shall be rotated so that each vice president and each college or school dean shall be designated to serve as a member of the Senate at least once every three years.

Article 4: Senate Committees

Section 1. Standing Committees of the Senate: The standing committees of the Senate shall be:

- Academic Computing
- Academic Program Review
- Academic Standards
- Administrator Evaluation
- Calendar and Schedules
- Competitive Research Grant
- Core Curriculum and General Education
- Curriculum
- Faculty Grievance
- Faculty Handbook Review
- Faculty Research
- Faculty Salaries and Welfare

- Graduate Council
- Lectures
- Library
- Library Appeals
- Nontenure-Track Faculty
- Retention
- Rules
- Steering
- Teaching Effectiveness
- University Writing

Nominations for membership to all standing committees shall be made by the Rules Committee and approved by the Senate, for a period of three years, unless otherwise specified in these Articles. Where reference is made to “academic” school or college, it is to designate schools, colleges, or other academic units that house their own dean, degree programs, and dedicated tenure-line faculty. It excludes the Graduate School, the Honors College, the University College, and any other school or college that does not meet one or more of these criteria. Committee appointments shall become effective at the beginning of the fall semester and shall expire at the end of the summer term. Students serving on committees shall serve one-year terms; staff members shall serve three-year terms unless otherwise specified in these Articles. Each standing committee shall have a written statement of its operating procedures on file with the secretary of the Senate. Deliberations of committees dealing with grievance; student or faculty dismissal; discipline; promotion and tenure; and other personnel matters must remain confidential.

Section 2. Other Committees: The Senate may form other ad hoc committees; nominations for membership shall be made by the Rules Committee unless otherwise specified in these Articles.

In addition to committees reporting directly to the Senate, there are a number of standing University committees that shall report to the president of the University or the president’s designee. (A list and description of the composition and charge of current standing University committees follows the Senate Constitution.)

The Senate shall have the responsibility for providing the president with a list of faculty nominations for University committees. The Senate shall also have the right to place items on the agenda of University committees and to request that the chair of any University committee inform the Senate of committee activities. Each standing University committee shall have a written statement of its operating procedures on file with the responsible member of the central administration and the Senate Secretary. All University-level committees at Auburn, whether Senate committees, University committees, or ad hoc committees are ultimately advisory to the president.

Section 3. Committee Chair: Unless otherwise specified in these Articles, the chair of each Senate committee shall be selected by the Rules Committee for a renewable one-year term. During the spring semester each committee chair shall be responsible for providing the Steering Committee of the Senate with a written report on its activities for the past year. In case of a

committee chaired by someone who is not a member of the Senate, the chair shall be seated in the Senate with all rights and privileges except the right to vote.

Composition and Charges of Standing Senate Committees

Academic Computing Committee: The Academic Computing Committee shall consist of nine faculty members; the executive director of the Division of University Computing or designee; two undergraduate students nominated by the president of the Student Government Association; and one graduate student nominated by the president of the Graduate Student Organization. The committee shall review on an annual basis the status and needs of academic computing and shall recommend action and policies, or policy changes, with regard to academic computing.

Academic Program Review Committee: The Academic Program Review Committee shall consist of one member of each academic college or school and nonvoting representatives appointed by the provost, the vice president for Research, the vice president for Outreach, and the dean of the Graduate School. The chairperson of the committee shall be a faculty member. No faculty member shall serve more than two consecutive three-year terms. The committee shall review the final written products (the self-study, the review team's report, and the dean's plan) resulting from each year's round of academic program reviews and confer with the provost on ways to strengthen the academic program review process. The committee shall also review any proposals to discontinue, merge, or otherwise restructure any academic program and confer with the provost and reach a decision on the feasibility of the proposal.

Academic Standards Committee: The Academic Standards Committee shall consist of the provost or his or her designee as ex officio, the registrar as nonvoting and continuing, and nine faculty members. The committee shall study policies governing scholastic standards for all students regarding admission to the University, continuation in residence, and graduation and shall make recommendations to the Senate. In addition, the committee shall recommend approval or disapproval of all college, school, and department requests to establish additional standards for admission in individual programs or curricula.

Administrator Evaluation Committee: The Administrator Evaluation Committee shall consist of five faculty members, a representative designated by the provost and holding faculty rank and tenure; one administrative/professional member nominated by the Administrative and Professional Assembly; and one staff member nominated by the Staff Council. The chair of the committee will be selected from the five faculty members. The committee shall oversee and/or conduct a periodic evaluation of University administrators involved in the University's teaching, research, and extension programs and provide a report of aggregate data to the Senate.

Calendar and Schedules Committee: The Calendar and Schedules Committee shall consist of the registrar as secretary, six faculty members, one administrative and professional member nominated by the Administrative and Professional Assembly, one staff member nominated by the Staff Council, and one student nominated by the Student Government Association. The committee shall submit a proposed University calendar for approval by the Senate. It shall recommend policies concerning scheduling to promote effective use of the University's facilities.

Competitive Research Grant Committee: The Competitive Research Grant Committee shall consist of the vice president for Research as chair, the associate vice president for Research as a nonvoting member, and at least one faculty member from each academic school or college and one from the Libraries. The committee shall review and rank proposals submitted to the Auburn University (AU) Intramural Grants Program.

Core Curriculum and General Education Committee: The Core Curriculum and General Education Committee shall consist of the provost or designee as chair, and faculty membership, to be distributed as follows: There shall be seven representatives from the core areas: (1) composition or literature, (2) fine arts, (3) history, (4) mathematics, (5) natural sciences, (6) philosophy, (7) social sciences; and one from each of the remaining academic schools and colleges; and one from the Libraries. The director of the Office of Academic Assessment shall serve as a nonvoting, ex officio member of the committee. The committee shall have the responsibilities of recommending goals for general education and the Core Curriculum and monitoring the University's effectiveness in fostering student achievement of these goals. Toward this end, the committee shall oversee the assessment of student learning in the Core, including the evaluation of courses, and may recommend to the University Senate changes in the Core Curriculum and general education.

Curriculum Committee: The Curriculum Committee shall consist of the provost or designee as chair, the registrar or designee as secretary, the dean of the Graduate School or designee, one faculty member from each academic college or school, and one non-voting member from the Libraries (appointed by the dean of the Libraries to a three-year term). The committee shall recommend approval or disapproval of requests for undergraduate curriculum changes and changes that affect both undergraduate and graduate curricula (e.g., 5000/6000 courses, accelerated bachelor's and master's programs, etc.). In addition, the committee shall review overall curriculum patterns and course content of the instructional program other than the University Core Curriculum and shall recommend to the Senate curriculum changes needed by the University.

Faculty Grievance Committee: The Faculty Grievance Committee shall consist of one elected member from each of the academic schools or colleges, one elected member from the Libraries, one elected member from the nontenure-track faculty members of the Cooperative Extension System who are not included in academic departments, and one elected member from the nontenure-track faculty in University Outreach who is not included in academic departments. No member shall serve more than two consecutive three-year terms. The chair shall be elected from within the Grievance Committee and shall serve one year as chair-elect before assuming duties of the chair as provided in Article 6, Section 3. The committee shall evaluate grievances filed by faculty members and decide whether grievances should proceed to a hearing. Results of the hearing will be forwarded to the president as recommendations for redress. The committee shall follow the Faculty Grievance Procedure outlined in Article 6 of the Senate Constitution.

Faculty Handbook Review Committee: The Faculty Handbook Review Committee shall consist of the provost or designee and six faculty members. The committee shall receive and solicit suggestions for changes and updating of the *Faculty Handbook* and recommend to the University Senate such changes as it deems appropriate.

Faculty Research Committee: The Faculty Research Committee shall consist of one faculty member from each academic college and school. The chairs of the Institutional Biosafety Committee, the Institutional Review Board for Protection of Human Subjects in Research, and the Institutional Animal Care and Use Committee shall serve as ex officio members of the committee. The vice president for Research, the associate vice president for Research, and the graduate dean shall serve as nonvoting, ex officio members of the committee. All faculty members shall serve three-year staggered terms. The committee chair shall be selected from among the 12 faculty representatives. The committee shall be responsible for bringing research related concerns to the vice president for Research, and for reporting appropriate research matters and policies back to the Senate.

Faculty Salaries and Welfare Committee: The Faculty Salaries and Welfare Committee shall consist of the executive vice president, the director of Payroll and Benefits, nine faculty members, and one staff member nominated by the Staff Council and one administrative and professional member nominated by the Administrative and Professional Assembly. The committee shall look into and make recommendations concerning faculty welfare, benefits, and salaries of the University. These explorations and recommendations shall be made within the institution and in comparison to those at other universities. Recommendations for establishing and maintaining Auburn's competitive position with comparable institutions in faculty salaries shall be made to the University Budget Advisory Committee as needed.

Graduate Council: The Graduate Council shall consist of the dean of the Graduate School as chair, the associate dean of the Graduate School as nonvoting vice chair, the assistant to the dean of the Graduate School as nonvoting secretary, and 12–15 faculty members, with at least one from each academic school or college with a graduate program, one from the [Libraries](#), and a graduate student nominated by the Graduate Student Council. Faculty members shall be appointed by the dean of the Graduate School from a list of nominees provided by the Senate Rules Committee. The list of nominees shall, at a minimum, exceed the number of openings by two and shall contain at least two nominees from any academic school or college without a continuing representative. Faculty members must be Level 2 members of the graduate faculty. The council shall review requests for curriculum changes in courses that may be taken for graduate credit, review and recommend approval of all proposals for new graduate programs and modifications to existing programs, review existing programs, recommend regulations and policies for the Graduate School, and assist the dean of the Graduate School in carrying out those regulations and policies.

Lectures Committee: The Lectures Committee shall consist of the associate provost or designee serving as chair, three faculty members, one graduate student nominated by the Graduate Student Council, two undergraduate students nominated by the Student Government Association, and program representatives from each of the following: York Lectureship Series, Littleton-Franklin Lecture Series, New Horizons/Graduate Student Council Series, Research Week, University Program Council (UPC), Common Book Program, Multicultural Center, and Women's Resource Center. Representatives of other program areas may be recruited as needed/desired. The committee is a companion to the student-run University Program Council and shall augment the instructional programs of the University by supporting speakers of distinctive scholarship and accomplishment of interest to students, faculty, and staff. It will work to coordinate whenever

possible the schedules of lecture series and programs across campus in order to maximize promotion of those series/programs and collaboratively utilize limited lecture funds to the greatest benefit of campus.

Library Committee: The Library Committee shall consist of the dean of Libraries; one library faculty member and one faculty member from each academic school or college; one undergraduate student nominated by the Student Government Association; and one graduate student nominated by the Graduate Student Council. The committee shall recommend policies governing the distribution of funds for acquiring library materials, policies for the selection and location of such materials, and library services to be offered.

Library Appeals Committee: The Library Appeals Committee is a subcommittee of the Library Committee. It shall consist of five members and five alternates. These shall be a faculty member, appointed by the chair of the Library Committee, who serves for two years, the first as an alternate and the second as chair; one library faculty member, appointed by the dean of Libraries, who serves for two years, the first as an alternate; a staff member, appointed by the chair of the Staff Advisory Council, who serves for two years, the first as an alternate; a graduate student, nominated by the Graduate Student Council, who serves a renewable one-year term; and an undergraduate student, nominated by the Student Government Association, who serves a one-year renewable term. The committee shall hear all appeals of library fines and other charges and render binding judgments.

Nontenure-Track Faculty Committee: The Nontenure-Track Faculty Committee shall consist of three tenured faculty members, three instructors, and three other nontenure-track faculty members; two department heads/chairs; and one representative of the central administration, all with staggered three-year terms. The committee will consider the special concerns of nontenure-track faculty and may propose policies relating to the status, function, and rights of nontenure-track faculty within the University. Each fall the committee chair will inform all nontenure-track faculty of the committee's existence and purpose.

Retention Committee: The Retention Committee shall consist of the assistant provost for Undergraduate Studies, the executive director of Educational Support Services, the director of Financial Aid, five faculty members, and two students. The faculty members will serve three-year rotating terms. The committee shall be responsible for continuous monitoring of the retention of undergraduate students and for recommending retention initiatives and working with the appropriate deans and student affairs staff to establish them.

Rules Committee: The Rules Committee shall consist of the chair of the Senate as chair, the chair-elect, the immediate past chair, the secretary, the secretary-elect, and six members elected by the Senate. Elected members shall serve two-year staggered terms. Election of members to two-year terms shall be held by secret ballot at each March meeting of the Senate. Candidates who receive a majority vote shall be elected, and their appointment shall become effective the following August. Nominations shall be made from the floor at the Senate's February meeting. Information about the candidates shall be distributed to all senators with the agenda for the March meeting. All members of the committee must be members of the Senate at the time of their election. Election to fill the unexpired term of an elected member of the Rules Committee

shall be held at the first meeting of the Senate after the vacancy occurs. No elected member can succeed himself or herself as an elected member except when he or she is filling an unexpired term. The committee shall serve as the Committee on Committees. All questions concerning Senate procedures shall be referred to this committee, and it shall recommend to the Senate the disposition to be made of any dispute concerning the operation of the Senate. It shall ensure that unit senators are duly elected and that no unit of the University is denied the representation to which it is entitled under these Articles. The committee should make periodic studies of the Senate with respect to its objectives and its role in faculty governance, and should recommend changes that should be made to enable the Senate to better serve the University.

Steering Committee: The Steering Committee shall consist of the chair of the Senate as chair, the provost, the chair-elect, the secretary, the secretary-elect, and the immediate past chair of the Senate together with two faculty members appointed by the president and two faculty members appointed by the Rules Committee and approved by the Senate. Appointees shall serve two-year staggered terms. The committee shall act for the Senate on those matters requiring attention between meetings of that body and shall assist the chair of the Senate in setting the agenda for Senate meetings. In addition, it shall be concerned with the academic affairs of the University, with particular attention given to the need for developing and recommending policies under which these affairs are conducted. It shall work closely with other Senate committees to aid them in their assignments and shall receive an annual written report from each committee chair describing the committee's activities for the past year. Minutes reporting formal action taken by the Steering Committee shall be given to each member of the Senate and discussed, as desired, at the meeting of the Senate following their distribution.

Teaching Effectiveness Committee: The Teaching Effectiveness Committee shall consist of the Provost or designee and 13 faculty members, one ex officio member from the Instructional Technology Council, one ex officio member of the Biggio Center for the Enhancement of Teaching and Learning, one ex officio member from the Office of Academic Assessment, an undergraduate student nominated by the Student Government Association, and a graduate student nominated by the Graduate Student Council.

University Writing Committee: The University Writing Committee shall consist of one faculty member from each academic college or school, one representative from the faculty of the Libraries, the Ralph "Shug" Jordan Professor of Writing, one undergraduate student, and one graduate student. The continuing/ex officio, nonvoting members are the director of University Writing, the director or designee from First-Year Composition, the director or designee from the Office of Academic Assessment, a representative or designee from the Graduate School, and a representative or designee from the Curriculum Committee. The committee shall work with the Office of University Writing to develop common principles and guidelines for incorporating intentional and significant writing experiences into every major. The committee will regularly review how programs provide writing instruction beyond the Core Curriculum and how they assess writing relevant to their discipline and will forward their recommendations regarding any new courses or changes in curriculum to the University Curriculum Committee for final approval. In addition, the committee will analyze assessment data on writing and make recommendations to departments, the Office of University Writing, and the University Senate as appropriate.

