ARTICLE 4 – STANDING COMMITTEES

Section 1.0 Standing Committees that Report to the UAS

1.01 The Faculty Council (amended by UAS on January 26, 2015)

The Faculty Council (FC) performs three different roles in the university’s shared governance structure:

1. It monitors academic governance issues, provides a forum for discussing and vetting matters of immediate academic and professional importance, and draws upon the collective experience and knowledge of the faculty as a consultative body for the Senate.

Responsibilities:
   a. Establishes and monitors formal procedures for faculty involvement in academic and administrative decisions affecting the faculty and fulfilling the University mission.
   b. Provides a forum for discussion on matters of immediate concern to any faculty member.
   c. Gathers input and advice from faculty on matters that might require in-depth discussion and interviews with various constituencies, especially in response to UAS requests.
   d. Refers matters for continued discussion or long-range planning to the appropriate UAS committee(s).
   e. Collaborates with the UAS and the Provost to identify matters of vital and timely importance and organizes, publicizes and hosts forums as needed during the year open to the entire University community for discussing and communicating these matters.
   f. Organizes, publicizes and hosts at least one forum with the President of the University each calendar year open to the entire faculty.
   g. Monitors the state of shared governance and the effectiveness of communication and collaboration between the faculty and various levels of the administration.
   h. Annually reports to the UAS the state of shared governance with strategies for enhancement.

2. It pursues long-range planning and vision of the academic mission of the University as it transcends individual programs, schools and colleges. Its business may be initiated by the UAS, the Provost, other UAS bodies, or individual faculty.

Responsibilities:
   a. Provides consultative input and reporting to the Senate.
   b. Provides a forum for discussion and in-depth study of issues not feasible on the Senate floor.
   c. Reviews and analyzes University academic policies and practices such as academic standards, grading policies and guidelines for initiating and terminating academic programs.
   d. Contributes to long-range strategic planning by evaluating issues such as instructional delivery models and technical support, balancing of faculty lines, teaching loads and expectations, and student support and opportunity frameworks.
   e. Provides consultation to and for the University Board of Undergraduate Studies and the University Board of Graduate Studies as requested by the UAS or by either Board.

3. It provides consultation to the Senate and a forum for discussion of long range planning regarding overall faculty welfare that may be initiated by the UAS, the Provost, other UAS bodies, or individual faculty. Faculty welfare issues range from faculty development, mentoring, training and evaluation to University and academic support services, compensation and fringe benefits.

Responsibilities:
a. Provides a regular forum for discussion of issues and planning regarding faculty welfare.
b. Provides review, analysis and recommendations to the UAS on policies and issues regarding faculty welfare.
c. Serves as liaison to the Joint Committee on Employee Welfare by designating one member to serve.

Membership: Thirteen voting members: twelve elected to three-year terms and two ex-officio members. Arts and Sciences faculty will elect 2 members, while each of the other colleges and the librarians will each elect 1 member. Ex-officio members will be the vice-chair of the UAS and the chair of the Subcommittee on Part-Time Faculty. Each year FC members will elect a vice chair. The vice chair will automatically become the chair the following year. Elected members will be selected according to the rules of each unit.

Faculty Council Executive Committee: The Faculty Council Chair, Vice Chair and UAS Vice Chair will constitute the Faculty Council Executive Committee to schedule meetings and set agendas. The Faculty Council Chair will attend UAS meetings and along with the UAS Vice Chair serve as a liaison to the UAS.

1.01.1 Faculty Hearing Committee (amended by UAS January 26, 2015)
The Faculty Hearing Committee (FHC), an independent subcommittee of the Faculty Council, hears grievances of two types:
1. The FHC is an advisory body in cases of contested appointment, non-renewal, suspension, or termination of faculty for absolute or discretionary cause. In such cases, it will follow the Procedures for Cause, Chapter 307 of the Statutes on Faculty Appointment, Promotion and Tenure, whereby it reports direct to the University President.
2. The FHC considers written complaints, other than the above, in which a faculty member alleges that an administrative decision affecting the complainant is unfair, unjust, or in violation of established policies, procedures, or statutes of Marquette University. Such grievances include but are not limited to allegations of irregularities regarding teaching evaluations, annual reviews, salary determinations, reprimands, reappointments, dismissals, tenure, and promotion. However, among grievances concerning denial of promotion and/or tenure or the termination of an untenured faculty member, only those that allege procedural irregularities in the promotion and tenure or termination processes fall under the purview of the FHC. In such cases, it will follow the Faculty Grievance Procedures, Section III.D of the Faculty Handbook, whereby it reports to the Provost.

Membership: Seven tenured, full-time faculty members, elected through the COCE to three-year terms. Five members shall constitute a quorum.

*Confidentiality: Deliberations, records or minutes of the Faculty Hearing Committee regarding grievances presented to it in due course as contemplated by the Faculty Handbook, as well as any information presented to the Committees in conjunction with those issues, will remain confidential with respect to third parties, subject to legal process recognized by the State of Wisconsin. Confidentiality may also be suspended in the event of legal action against the University.

1.01.2 Subcommittee on Part-time Faculty (amended by UAS on January 26, 2015)
The Subcommittee on Part-time Faculty (SPTF), a subcommittee of the Faculty Council (FC), provides a forum for discussing and addressing matters of particular concern to the part-time,
non-tenure-track faculty. Discussion topics may be initiated by the UAS, the Provost, other UAS bodies, or individual faculty.

Responsibilities:
1. Provides a regular forum for discussion of issues regarding part-time faculty welfare and practices.
2. Provides review, analysis and recommendations to FC on policies and issues regarding part-time faculty.
3. Provides an annual report to FC to be incorporated in the FC annual report to the UAS.

Membership: Six faculty members, at least two-thirds of whom are part-time faculty members, appointed to three-year terms. Appointment will be made by the UAS Executive Committee via recommendation of the Subcommittee Chair.

1.02 Committee on Diversity and Equity (amended by UAS on January 26, 2015)
The Committee on Diversity and Equity is responsible for ensuring, promoting, facilitating, and monitoring diversity and equity opportunities at Marquette University. Its business may be initiated by the UAS, the Provost, other UAS bodies, individual faculty, academic staff, or undergraduate, graduate, or professional students. The Committee on Diversity and Equity defines the terms diversity and equity in the following manner: Diversity refers to the experience of each member of the University community; with the understanding that each individual possesses unique social identities and that some of these social identities can intersect. Our commitment to diversity also includes cultivation of a climate that respects and values individual differences. Thus, the principles of diversity and inclusion refer to characteristics of each social identity* (including the intersection of multiple identities) as well as systemic factors that lead to an inclusive community and environment.

Equity is the full embrace of equality and fairness. The term equality is defined to mean that an individual should receive fair and similar treatment within a given community. Fairness means just treatment of all persons within the University community with an acknowledgment that persons with certain social identities have historically been oppressed within society. Therefore, it is important to recognize that personal, cultural, institutional, and organizational discrimination and stigmatization along social identities creates and sustains privileges for some while creating and sustaining oppression for others. Further, the Marquette University community embraces the ethic of cura personalis, and shares a commitment to moving beyond tolerance to embracing diversity.

*Note: In keeping with Marquette University’s Catholic Jesuit mission and with respect for all individuals, social identity is meant to be inclusive. Examples include but are not limited to race, ethnicity, national origin, immigrant status, gender, sex, sexual orientation, gender identity, age, physical ability, cognitive ability, mental illness, religious beliefs, physical appearance, income or economic background, military status, geographic location, marital status, education, parental status.

Responsibilities:
1. Promotes diversity and equity opportunities at Marquette University. The term promote includes but is not limited to the following activities: building alliances across social identities; instilling values and providing tools that enable members of the University community to work together to eradicate all forms of individual and institutional discrimination and oppression; practicing mutual respect for social identities; and exploring differences and similarities in a safe and nurturing environment.
2. Ensures that diversity and equity opportunities are available at Marquette University. The term ensure includes but is not limited to the following activities: supporting and planning ongoing activities related to diversity and equity; facilitating analysis of gaps, needs and
opportunities.

3. Monitors diversity and equity opportunities at Marquette University. The term monitor includes but is not limited to the following activities: synthesis and critical analysis of reports related to faculty hiring, retention, promotion, and salary.

4. Provides an annual report to the University Academic Senate.

5. The Committee may: Undertake campus-wide assessment of diversity or equity, as directed by the President of the University, or other university official. The term assessment includes but is not limited to the following activities: collaboration with administration to obtain the data necessary to analyze and report comparisons with prior data and internal and external benchmarks.

Membership: Includes six faculty members representing a broad range of disciplines and two participating faculty members, one from the library and one adjunct. All members are appointed by the Provost with recommendations offered by the committee. The Marquette University Student Government will select one undergraduate student and the Graduate Student Association will select one graduate student and one professional student to serve on the Committee. The Associate Provost for Diversity and Inclusion, the Director of the Gender and Sexuality Resource Center and the Ombudsman will be ex-officio members of the Committee. Voting members are appointed for three-year terms. The chair is a faculty member elected by the members of the Committee. Student member responsibilities only include those responsibilities outlined in UAS statutes Section 1.02, “1” and ‘2’.

1.05 Committee on Committees and Elections
The Committee on Committee and Elections (COCE) reports to the UAS.
Responsibilities:
1. Selects the non-elected faculty members of such University committees as assigned to it by the UAS or the Provost. Nominations shall be sought from faculty, Deans, the Provost, and other sources (including Vice-Presidents) as the COCE deems appropriate.
2. Plans and supervises such elections as assigned to it by the UAS or the Provost.
3. Provides an annual written report to the UAS.

Membership: One faculty member with five consecutive years of service from each of the colleges, schools, and Raynor Memorial Libraries that request direct representation, selected according to the rules of each unit and appointed by the Provost. The Klinger College of Arts and Sciences may have a member serving from each of the three areas (Humanities, Natural Sciences, and Social Sciences). Members are appointed for three-year terms and the committee shall elect its own chair.

1.06 Operational Policies of Standing Committees and their Subcommittees that Report to the UAS (amended by UAS on January 26, 2015)

1.06.1 At their discretion, committees and subcommittees may create ad hoc task forces or appoint temporary members for such periods and for such duties as they deem warranted, such as to address specific tasks and projects.

1.06.2 Each committee and subcommittee shall elect its own Chair and shall function in accordance with the general bylaws adopted by the University Academic Senate. Standing and Subcommittee members shall meet UAS membership criteria (Statutes Article 2, Section 1.01), except as otherwise specified. All committee chairs must be current, full-time faculty employees of Marquette University, with the exception of the Subcommittee on Part-time Faculty, which may be chaired by a current, part-time faculty employee. (amended March 10, 2008 by UAS)

1.06.3 When a vacancy arises for elected positions, other than at the end of a term, the candidate receiving the next highest number of votes in the election to the position vacated shall be
appointed to the vacancy and, if that candidate should be for any reason unavailable, such vacancies, however created, shall be filled as the body or unit represented determines, except that as to the faculty elected-at-large positions, the vacancy shall be filled as the Committee on Committees and Elections shall determine. For vacancies arising in appointed positions, a successor shall be appointed and approved by the Chair of the committee. By whatever procedure the committee vacancy is filled, the person succeeding to the vacant position shall serve for the time of the vacancy (e.g. sabbatical) or the remainder of the term of the representative replaced. The person requiring replacement for their term will notify the chair of the committee and the chair of COCE of their intent to return or vacate for the remainder of their term. Committee chairs will inform the office of the Provost who will work with COCE on identifying a replacement.

1.06.4 A simple majority of each committee or subcommittee shall constitute a quorum except as otherwise specified herein.

1.06.5 Members shall serve terms of three years, except in the case of Senator members to standing committees and subcommittees, whose terms shall be annual. Terms begin and end August 15th of each year.

1.06.6 Committees and subcommittees that contribute no business to UAS and are not utilized by the UAS for a period of three years shall be reviewed by the Executive Committee for dissolution, with the exception of the Faculty Hearing Committee.

1.06.7 Each standing committee shall report directly and regularly to UAS. UAS meeting time shall be allocated for such reporting.

Section 2.0 Standing Committees/Boards that Report to the UAS and Provost

2.01 University Committee on Faculty Promotions and Tenure (amended by UAS on October 19, 2015)

The University Committee on Faculty Promotions and Tenure reports to the UAS on policy matters and to the Provost regarding recommendations on promotion and tenure.

Responsibilities:
1. Reviews and evaluates the proposal for promotion of regular faculty including recommendations of the faculty rank and tenure local committees (area, college or school).
2. Submits votes on promotion and tenure decisions, with a chair’s summary of the confidential discussion provided to the Provost.
3. Conducts regular review and revision of the Statutes on Faculty Appointment, Promotion and Tenure for approval by the University Academic Senate.
4. Reviews new or revised departmental or college specific norms for congruence with University criteria.

Membership: The chairpersons of the faculty rank and tenure local committees noted above. The Vice Provost for Faculty Affairs, or a substitute as designated by the Provost, shall serve as Chair and non-voting member.

Note: No candidate for promotion shall be entitled to appear before or participate in the deliberations of the Committee.

2.02 University Board of Undergraduate Studies (amended by UAS October 21, 2013 and September 21, 2015)

The University Board of Undergraduate Studies is a standing committee of the University Academic Senate. The Board addresses undergraduate educational affairs that affect more than one college, school, or program and serves as a forum for the discussion of the development, coordination, integration, and improvement of all undergraduate education.

Responsibilities:
1. Recommendations on new degrees or majors, minors, and the discontinuance of degrees, majors, or minors.
2. Regular review of established policies and recommendations which include the formulation of new policies or the revision of existing policies.

3. Reviews regularly reports on institutional undergraduate learning assessment results, including reports from the Core Curriculum Review Committee and others as appropriate.

4. Participation in long-range academic planning at the undergraduate level.

5. Appraisal of the quality of undergraduate education through participation with the University Board of Graduate Studies in the periodic internal and external academic reviews of each department.

6. Provides an annual report to the UAS.

Recommendations of the Board on policy, student assessment evidence, and planning are forwarded to the Provost for approval and reported to the UAS for information.

Recommendations of the Board on curricular matters such as credit hour and substantive content changes to the Core of Common Studies, on new degrees or majors, and on discontinuance of degrees or majors are forwarded to the UAS for approval.

Membership: The Board is composed of one faculty member who regularly participates in undergraduate teaching (tenure preferred) from each area (Humanities, Natural Sciences and Social Sciences) of the Klingler College of Arts & Sciences and from each college and school that has an undergraduate program selected according to the rules of each unit and appointed by the Provost and two undergraduate students, selected by Marquette University Student Government. The faculty members shall serve three-year terms and the student members a one-year term. In addition, one faculty UAS Senator will be elected by the UAS to an annual term to serve as liaison to the UAS. The Assistant Vice President of Student Development will be an ex-officio non-voting member. The Vice Provost for Academic Affairs serves as an ex-officio non-voting member. *The Core Curriculum Review Committee Director will be an ex-officio non-voting member. The Chair of the board will be a faculty member elected by the voting members.

2.02.1 Core Curriculum Review Committee (amended by UAS on April 18, 2016)

The Core Curriculum Review Committee working with the Director of the Core Curriculum shall be responsible for the development, maintenance, assessment, and evaluation of the University Core of Common Studies.

Responsibilities:

1. Approves new courses for the Common Core.

2. Reviews periodically core courses in the core knowledge areas with recommendations for improvement.

3. Designs assessment processes for the common core.

4. Reviews annually the evaluation of student learning assessment evidence for core learning outcomes.

5. Makes recommendations regarding the improvement of student learning in the common core.

6. Reports to the University Board of Undergraduate Studies (UBUS) on a regular basis and forwards any recommended changes in credit hour and knowledge requirements for UBUS approval.

Membership: Faculty members, preferably tenured with undergraduate core experience, selected according to the rules of each unit and appointed by the Provost. Seven voting representatives from the Klingler College of Arts and Sciences: one each from English, History, Math, Philosophy, Theology, the Natural Sciences (Biology, Chemistry, Physics), the Social Sciences (Political Science, Psychology, Social and Cultural Sciences). Seven voting representatives from
each of the other colleges with undergraduates: Business Administration, Communication, Education, Engineering, Health Sciences, and Nursing. One voting representative with expertise in teaching courses in Cultural Diversity in any college or unit currently offering courses in diversity, nominated by the college and appointed by the Provost. One Library liaison as a voting member also appointed by the Provost. The committee also includes one undergraduate student representative to be appointed by Marquette University Student Government as a voting member. The Director of the University Common Core serves as the non-voting Chair of the Committee. Faculty members serve a three-year term and the student member serves a one-year term.

2.03 **University Board of Graduate Studies** (amended by UAS on May 2, 2016)
The University Board of Graduate Studies (UBGS) formulates plans and policies for all graduate and professional education and serves as a forum to discuss continuous improvement of the graduate and professional programs.

Responsibilities:
1. Formulates policy on admission requirements, academic standards and procedures, theses and dissertations, probation and dismissal of students for academic reasons, and degree requirements.
2. Reviews reports on institutional graduate and professional learning assessment results.
3. Appraises the quality of the graduate and professional programs.
4. Makes recommendations for changes in existing graduate programs, expansion of programs, introduction of new programs, and termination of programs; and for approval of individual students’ Interdisciplinary Doctoral Programs.
5. Forwards decisions to create a new graduate degree, major, or certificate or to discontinue an existing graduate degree or major to the University Academic Senate for approval and recommendation to the Provost.
6. Submits recommendations on University and College wide changes in graduate and professional programs, student policies and regulations and other matters to the Provost.
7. Serves as needed as a hearing body for graduate student appeals.
8. Provides an annual report to the University Academic Senate.

Membership: The voting members, selected according to the rules of each unit and appointed by the Provost, are comprised of one faculty member (tenured preferred) that teaches in graduate programs from each area (Humanities, Natural Sciences, and Social Sciences) of the Klingler College of Arts & Sciences and from each College and School that offers graduate or professional education. In addition, one graduate student, also a voting member, shall be selected by the Graduate Student Organization. Faculty members shall serve three-year terms and the student member a one-year term. In addition, one faculty UAS Senator will be elected by the UAS to an annual term to serve as liaison to the UAS. *Vice Provost for Graduate and Professional Studies shall be a non-voting member. The Chair of the Board will be a faculty member elected by the voting members.*

2.04 **Committee on Research** (amended by UAS May 4, 2015)
The Committee on Research (COR) reports to the Provost and UAS. The Committee affords faculty participation in decisions concerning research.

Responsibilities:
1. Formulates policy concerning the conduct of research and makes recommendation to the UAS for approval.
2. Decides the Summer Faculty Fellowships and Regular Research Grants.
3. Selects and recommends to the Provost the Way Klingler Young Scholar Awards and Haggerty Research Award.
4. Reviews and evaluates the University’s research effort and to makes recommendations for its improvement and expansion.
5. Serves as a hearing body, at the discretion of the Vice President for Research and Innovation, for cases of misconduct in scholarship.
6. Provides an annual written report to the UAS.

Membership: The voting members, selected according to the rules of each unit and appointed by the Provost, shall be comprised of one tenured faculty member engaged in scholarship from each area (Humanities, Natural Sciences and Social Sciences) of the Klingler College of Arts & Sciences and from each college and school that offers graduate or professional education. Faculty members will serve a three-year term. The Vice President for Research and Innovation and the Director of Research and Sponsored Programs are both non-voting members. The chair of the Committee will be a faculty member elected by and from the voting members of the Committee.

2.05 Committee on Teaching (amended by UAS on September 21, 2015)
The Committee on Teaching (COT) reports to the UAS and the Provost. The Committee addresses and advances the practice and scholarship of teaching and learning at Marquette University.
Responsibilities:
1. Promotes quality teaching and learning through the development of recommendations to the UAS regarding policies and practices related to teaching.
2. Identifies and implements methods to recognize and promote the scholarship of teaching.
3. Manages the selection process for faculty teaching awards and grants including the Faculty Awards for Teaching Excellence and the Way Klinger Interdisciplinary Teaching Award.
4. Collaborates with the Center for Teaching and Learning to provide seminars and resources for faculty development.
5. Reviews and recommends policies to provide a supportive academic teaching and learning environment including educational technology.
6. Provides an annual report to the UAS.

Membership: One faculty member, preferably tenured with a demonstrated commitment to teaching, from each College or School that desires representation. Each member shall be selected according to the rules of each unit and appointed by the Provost. The Marquette University Student Government will select one undergraduate student and the Graduate Student Organization will select one graduate student to serve on the Committee. Faculty members will serve a three-year term and student members a one-year term. The Vice Provost for Academic Affairs and the Director for the Center for Teaching and Learning shall serve as non-voting members. The Chair of the Committee will be a faculty member elected by and from the voting members of the Committee.

2.06 Committee on Academic Technology (amended by UAS on September 21, 2015)
The Committee on Academic Technology is appointed by the Provost. This Committee is advisory to the Provost and the Chief Information Officer on all academic technology matters for the teaching and research of faculty and the learning environment of students.
Responsibilities:
1. Provides input to promote optimal integration of technologies in teaching and research.
   a) Recommends technology-related polices for the use of computing and digital resources by faculty and students.
   b) Provides input to IT Services concerning various academic technologies implementation and uses to promote optimal integration of technologies on campus.
   c) Advises on selection of academic technology at the University.
2. Collaborates with the Associate Provost for Educational Technology, Dean of Libraries, and the Chief Information Officer to identify emerging and current digital technologies that could enhance teaching and research.

3. Contributes to strategic planning for academic technology at the university.

4. Prioritizes IT-related technology projects that fit the University’s academic technology plan.

5. Collaborates with the Center for Teaching and Learning to provide faculty training in e-learning and use of academic technologies.

6. Presents recommendations, as appropriate, to the Academic Senate for additional faculty review.

7. Provides a written annual report to the Academic Senate.

Membership: One faculty member from each of the colleges that desire direct representation; selected according to the rules of each unit and appointed by the Provost and two students, an undergraduate student appointed by MUSG and a graduate student appointed by GSO. The Klingler College of Arts and Sciences may have a member serving from each of the three areas (Humanities, Natural Sciences, and Social Sciences). Faculty members are appointed for three-year terms and students, one year terms. In addition, the Vice Provost for Academic Affairs (or designee), the Chief Information Officer, the Associate Vice Provost for Educational Technology, the Director of the Center for Teaching and Learning, and the Dean of Raynor Libraries (or designee) will serve as ex-officio (non-voting) members. The committee shall elect a faculty chair. The Vice Provost will serve as co-chair to support the chair and facilitate the work of the committee.

Section 3.0 Standing Committees/Boards that Report to the Provost:

3.01 University Library Board (amended by UAS on October 19, 2015)

The University Library Board is advisory to the Dean of Libraries on matters pertaining to the provision of library services by Raynor Memorial Libraries as they affect the teaching and research of faculty and the learning environment of students.

Responsibilities:
1. Works with the Dean of Libraries to help educate faculty and students on trends in libraries and advises the Dean on policies dealing with Raynor Memorial Libraries services, collections, and facilities on behalf of faculty and students.

2. Provides an annual written report to the UAS.

Membership: Eight faculty members, two from each of the following four disciplinary areas: Humanities, Social Sciences, Health Sciences, and Natural Sciences and Engineering, and one undergraduate student and one graduate student. In addition, serving as non-voting members are the Dean of Libraries, Associate Dean for Scholarly Resources and Collections, and Associate Dean for Administration, and the Director of the Law Library or member of the Law Library faculty. The Provost will solicit recommendations from the Committee on Committees and Elections and deans for eight faculty members whose term will be three years. The Marquette University Student Government will select one undergraduate student and the Graduate Student Organization will select one graduate student to serve on the Board as voting members for one academic year. The Board elects its own chairperson from among the appointed faculty members.

3.02 Sabbatical Review Committee

Responsibilities:
1. Reviews sabbatical plans and reports to the Provost its approval of those plans that reasonably promise to contribute to university and faculty development.
2. Recommends applications for competitive sabbatical fellowships.
3. Reviews reports of sabbatical work done, requiring additional documentation as appropriate, and communicates to the Provost its evaluation of the work and acceptance of the report.
4. Considers the nature and purpose of the sabbatical program and makes recommendations to the Provost for its enhancement.

Membership: Eight tenured members of the regular faculty representing a variety of scholarly disciplines and no more than three from the Klingler College of Arts and Sciences. Its members are selected by the Committee on Committees and Elections and appointed by the Provost. Members are appointed for three-year terms. The chair is elected by the members of the Committee.

3.03 University Board for Student Media
The Board for Student Media is the committee of the University Academic Senate that oversees Marquette University’s student media. These include the Marquette Tribune, Marquette Journal, Marquette Radio, MUTV, Student Interactive Media and any future ventures conducted under the direction of Student Media.
Responsibilities:
1. Establishes and oversees policies regarding student media operations.
2. Establishes and oversees the Student Media Budget.
3. Establishes and maintains advertising, news, and editorial policies.
4. Hears complaints and appeals about student media and makes recommendations as appropriate to the Dean or Provost.
5. Reports annually on the Student Media to the UAS.

An executive committee of the board, comprising the Chairs of the Board, the Advertising Policy Committee, the Budget Committee, the Editorial Policy Committee, and the Student Media Business Manager and advisers provide oversight on the budget on behalf of the full Board the Executive Committee shall meet with the Dean of the College of Communication at least once per semester to review the budget and related matters.

Membership: Eleven voting members and eight ex-officio, non-voting members. The voting members include: three Diederich College of Communication faculty, one from each of the mass media departments -- Strategic Communications, Digital Media and Performing Arts, and Journalism and Media Studies and a Marquette alumnus who has professional experience in print and/or broadcast media appointed by the Dean of the Diederich College of Communication; a representative of the Marquette Jesuit faculty; a faculty member from outside of the Diederich College of Communication nominated by the Committee on Committees and Elections; a representative of Marquette administration appointed by the Provost; a representative of Instructional Media appointed by the Provost and the Dean of the Diederich College of Communication; and three students all with a background in communication, two undergraduate students, nominated by the Marquette University Student Government who do not hold an MUSG office or a staff position on student media and the third, a graduate student, nominated by the Graduate Student Organization. Ex-officio (non-voting) members will be the Advertising Adviser, the Student Media Faculty/Staff Advisor(s) and the heads of the student media units. The chair will be elected by voting members of the Board from among the faculty representing the Diederich College of Communication. The Chair is normally a tenured faculty member. Terms of nominated and elected members of the Board and the Chair will be three years. Terms of Board members will be staggered for orderly annual transitions. Student term lengths will be for one year.
3.04  **University Assessment Committee** (amended by UAS on October 19, 2015 and December 14, 2015)

The University Assessment Committee addresses and advances effective assessment of student learning at Marquette University.

**Responsibilities:**

1. Assists and collaborates with the Provost and Vice Provosts to ensure ongoing systems of assessment including the:
   a) Development, implementation, and maintenance of the framework for university assessment systems.
   b) Development, implementation, and maintenance of learning assessment processes at the institutional level.
   c) Review of institutional and program level learning assessment reports.
   d) Recommendation of changes and modifications in the assessment processes as indicated.

2. Advises faculty, department, and colleges on assessment procedures and methods.

3. Recommends to and collaborates with the Center for Teaching and Learning to provide assessment workshops and seminars to aid faculty in assessment strategies.

4. Forwards recommendations of the Committee to the UAS for feedback and to the Provost for approval.

5. Provides a written annual report to the UAS.

**Membership:** Membership on the committee reflects the institutional wide scope of assessment. The Committee shall consist from the Klingler College of Arts and Sciences of one faculty member from the humanities, social sciences and natural sciences and for other college and school that request direct representation one faculty member with expertise in assessment selected according to the rules of each unit and appointed by the Provost. In addition, the committee shall have Provost appointed representatives from the Raynor Memorial Libraries and Division of Student Affairs as well as ex officio, the Director of the Core of Common Studies as committee members with full voting privileges. The Marquette University Student Government will select one undergraduate student and the Graduate Student Association will select one graduate student to serve on the Committee as voting members. Faculty members will serve a three-year term and student members a one-year term. A representative from the Office of Institutional Research and Assessment shall serve as some ex- officio, non-voting member. The Committee shall be chaired by the Assessment Director.

3.05  The Senate shall create other standing committees and *ad hoc* committees as needed.

Note: The Office of the Provost will maintain accurate records of membership and chairpersonship of the designated committees.