

Standing Committees in the College of Arts and Letters College Council

Beginning in the 2014 fall semester, the Arts and Letters College Council will establish the following standing committees: Agenda, Undergraduate Studies, Graduate Studies, Library and Research, and Faculty Affairs.

Rationale: A number of complex issues face the College in the near future which will call for faculty leadership, e.g., the introduction of on-line education and new educational technologies, planned renovations of the Hesburgh Library, opening of a School for International and Global Affairs, and the likelihood of a comprehensive undergraduate curriculum review. Standing committees will enable more effective faculty governance in the College and encourage broader faculty participation in the Council; in addition, standing committees will make the College committee structure more efficient by eliminating separate elections for some existing free-standing committees (undergraduate studies, library, and research). A standing committee on graduate studies is necessary in light of the heightened role of the College in oversight for graduate studies.

Membership:

The Agenda Committee will be composed of the Dean, who chairs the committee, an Associate Dean designated by the Dean, five members elected annually by and from the Council and three members appointed annually from the Council by the Dean. The Agenda Committee is charged with formally setting the agenda of the Council.

The membership of the remaining four committees will be determined by the Agenda Committee. Elected and ex-officio members of the Council will be asked to indicate a preference; preferences will be honored when possible. It is expected that elected and ex-officio members will serve on a standing committee at some time. Each committee will have a chairperson appointed by the Agenda Committee. The Agenda Committee will appoint an undergraduate member from the College Council to the Undergraduate Studies Committee. The Agenda Committee will appoint a graduate student member from the College Council to the Graduate Studies Committee.

The College of Arts and Letters Dean can appoint faculty members from the College Council and/or from the College faculty at large to a committee, should he or she deem it necessary depending on the issues that the particular committee anticipates for the upcoming year. The Dean will report to the College Council when he or she makes such an appointment.

Committee charges:

Undergraduate Studies:

The committee reviews and initiates curricular proposals, and advises the Council and the Dean on matters of policy and practice related to undergraduate studies.

Graduate Studies:

The committee considers policies and procedures related to graduate studies and evaluates proposals to establish new graduate programs or certificates. The committee (or a sub-committee) assists in administering the selection process for premier fellowships in the College.

Research/Library:

The committee assists in administering ISLA internal grant competitions and assessing conference proposals, and advises ISLA about initiatives to enhance scholarship across the disciplines. The committee also acts on broad issues such as changes in current practices in library holdings and access, improvements in technology delivery, and other initiatives to enhance faculty research in Arts and Letters.

Faculty Affairs:

The committee advises the Dean on issues related to faculty governance, considers matters of special concern to the faculty, and reviews policies that affect the responsibilities, rights, and welfare of the College's faculty. The Faculty Affairs Committee also considers international faculty initiatives as appropriate.

Election Procedures, Agenda and Call for Meeting:

Procedures for election to the College Council are unaffected by this proposal and will occur as outlined in the Academic Articles, Article 4, section 6:

The College Council of each College consists of an equal number of ex officio and elected members. The ex officio members of each College Council consist of the Dean of the College, Associate and Assistant Deans, the chairpersons of all departments under the jurisdiction of the College, and any other administrators designated by the respective College Council. All regular faculty of the College are eligible to vote for, and be elected as, representatives. Representatives serve staggered three-year terms. Each College Council also has student representatives selected according to procedures, numbers, and terms decided by each Council. The Dean chairs the Council and appoints its secretary.

The principle function of the College Council and procedures for voting and convening meetings are also unaffected. As specified in Article 4, section 6:

The principal functions of the College Council are to review the policies, practices, and procedures of the College and to recommend to the Dean the establishment or discontinuance of any undergraduate program of study housed in the College. If the Council recommends the establishment or discontinuance of an undergraduate program of study housed in the College that leads to a degree and the Dean supports the recommendation, the Dean forwards the recommendation for final approval to the

Academic Council. If the Council recommends the establishment or discontinuance of an undergraduate program of study housed in the College that does not lead to a degree, the Dean has authority to approve the recommendation and shall notify the Provost of such recommendations that the Dean approves. If the Council recommends the establishment or discontinuance of a graduate program of study housed in the College and the College Dean supports the recommendation, the College Dean forwards the recommendation to the Associate Provost and Dean of the Graduate School (hereafter, Graduate Dean). For degree programs, the Graduate Dean will review the proposal and offer comments before forwarding it to the Advanced Studies Committee of the Academic Council. For non-degree programs, the Graduate Dean will review the proposal and offer comments before returning it to the College Council. The College Council meets at the call of the chairperson, and any Council member may request a special meeting. The chairperson also calls a meeting upon petition of 20 percent of the Council members. Decisions of the Council are by majority vote and subject to the approval of the Dean. At its discretion, the Council may call meetings of or conduct referenda among the College faculty.

Implications for College of Arts and Letters committees:

Establishing standing committees of the College Council (Undergraduate Studies and Graduate Studies/Research) would eliminate the need for existing free-standing committees (Undergraduate Studies, Research and Library) for which College elections are currently held and for which it is often difficult to gather sufficient nominations. In addition, the establishment of a Graduate Studies standing committee of the College Council will make it unnecessary to establish a new committee in the College to consider matters related to graduate studies. Finally, there is no existing standing committee for faculty affairs in the College.

With the adoption of this proposal, the following committees would be dissolved at the end of academic year 2013-2014: Arts and Letters Undergraduate Studies Committee, Arts and Letters Library Committee, and Arts and Letters Research Committee.

The standing committee structure will be reviewed in two years.