

To: University Faculty Council  
From: Style and Rules Committee  
Date: April 8, 1996  
Subject: Proposed Changes to the Standing Committee Structure

The Agenda Committee asked the UFC Style and Rules Committee to examine the present committee structure and, if appropriate, to recommend changes. In the process of considering this charge, the committee examined the existing description in the Constitution of the IU Faculty of the Legislative Authority of the faculty, the required consultation by the Trustees and Administration, and the authorities of the School Faculties and of the Campus Faculties. We also reviewed the descriptions therein of the University Faculty Council and its committees. We also surveyed the various IU campuses' councils/senates and obtained a description of their respective committees and charges.

The objectives in gathering this material and in proposing a UFC standing committee restructuring are:

- (1) to articulate with the IU Board of Trustees' committee structure;
- (2) to see that the respective authorities and responsibilities were covered within the charges of the committees;
- (3) to provide a structure within which issues may be reviewed and policy recommendations thereon may be determined on a timely basis;
- (4) to provide flexibility in examining and deciding on issues that arise within or come to the UFC;
- (5) to provide a general structure that may articulate with or be duplicated or elaborated upon within the respective campuses' faculty governance structure;
- (6) to reflect the issues in the Strategic Directions Initiatives; and
- (7) to reflect a structure that perceives today's and anticipates tomorrow's faculty governance needs.

We recommend that the same representation practices continue; that is, each of the IU campuses would have at least one representative on each committee. However, and this next recommendation departs from present practice, the committees may subdivide into sub-committees or task forces or ad hoc study groups as appropriate. Suggested "jurisdictions" are given below; such subdivisions may be assigned as needed, or at the outset of the committee year. It would be likely that the sub-committees would not have more than three or four campuses represented thereon. The task of the sub-committee would be to examine fairly quickly the issue brought before it, then to bring its recommendations to the full committee for determination or recommendation to the Agenda Committee and/or the UFC. Likely there would still be a need for UFC Ad Hoc Committees to be constituted occasionally when that approach seems desirable, rather than referring the item to a Standing Committee.

The charges or areas of jurisdictions that are stated below are drawn mainly from the existing governing documents (constitution and bylaws). They may, however, also reflect action areas that traditionally have been included within the normal operating sphere of that activity. There are good arguments that suggest leaving the charge off completely, thus providing for flexibility and creativity. Other good arguments suggest that identifying and delineating the intended scope of activities will give better guidance.

The presentation below of the PROPOSED STRUCTURE follows this general format:

- 1. STANDING COMMITTEE <proposed>
  - A. SUB-COMMITTEES OR AREAS OF JURISDICTION <proposed>
    - \* Charge, or sphere of interest <proposed>

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**UFC STANDING COMMITTEE STRUCTURE**

- 1. UNIVERSITY MISSIONS AND PLANNING COMMITTEE
  - A. UNIVERSITY PLANNING SUB-COMMITTEE
    - \* Policies governing the faculty's teaching, research/creative activity, and service aspects of the University's mission.
    - \* Strategic plans and action plans and procedures that implement the mission.

B. ORGANIZATIONAL STRUCTURE / UNITS SUB-COMMITTEE

- \* Standards, policies, and procedures for the creation, change, assessment, and termination of the academic units' organizational structures.
- \* Authority and responsibility relationships of academic units' organizational structures.
- \* Standards, policies, and procedures for establishing and reviewing academic offices and officers.

2. FINANCES AND FACILITIES ADVISORY COMMITTEE

A. FINANCES ADVISORY SUB-COMMITTEE

- \* Consultation on periodic budgets and other financial affairs.
- \* Consultation on tuition and charges' policies and procedures.

B. FACILITIES ADVISORY SUB-COMMITTEE

- \* New buildings, modifications to existing structures, safety and security, machinery and other accommodations as they affect the delivery of academic programs.

3. ACADEMIC PROGRAMS COMMITTEE

A. ACADEMIC PROGRAMS SUB-COMMITTEE

- \* Standards, policies, and procedures for the creation, change, assessment, and termination of the academic units' programs.
- \* Authority and responsibility relationships within and among academic units' academic programs.

B. ACADEMIC EDUCATIONAL POLICIES SUB-COMMITTEE

- \* Standards, policies, and procedures for the operation and assessment of academic programs.
- \* Standards, policies, and procedures for conferring academic degrees.
- \* Standards, policies, and procedures that concern assessing students' academic performance.
- \* Standards, policies, and procedures of programs that seek to evaluate, improve, and reward teaching activities.
- \* Standards, policies, and procedures for operating ROTC programs on the campuses.

4. RESEARCH POLICIES COMMITTEE

- \* Standards, policies, and procedures concerning intellectual property rights and responsibilities.
- \* Liaison relationships with the IU Advanced Research Technical Institute (ARTI).
- \* Liaison relationships with the Research and University Graduate School (RUGS).

5. SUPPORT PROGRAMS COMMITTEE

A. LIBRARIES SUB-COMMITTEE

- \* Standards, policies, and procedures concerning the academic programs' use of university library resources.

B. TECHNOLOGIES SUB-COMMITTEE

- \* Standards, policies, and procedures concerning the academic programs' use of the university's computer and other technological resources.
- \* Standards, policies, and procedures over the development and implementation of the delivery of academic programs through "distance learning" techniques and methods.

- C. TEACHING / LEARNING AND FACULTY DEVELOPMENT SUB-COMMITTEE
    - \* Monitor programs designed to improve the arts of teaching and learning.
    - \* Liaison relationship with the FACET initiative.
  - D. SERVICE RECOGNITION SUB-COMMITTEE
    - \* Monitor programs that support the faculty's involvement in service activities, including selection of the Pinnell Outstanding Service Award.
6. FACULTY AFFAIRS COMMITTEE
- A. ACADEMIC RANKS AND PROGRESS SUB-COMMITTEE
    - \* Standards, policies, and procedures concerning academic ranks' creation, definition, appointments, and promotion.
    - \* Standards, policies, and procedures concerning academic tenure.
    - \* Standards, policies, and procedures concerning grievance and discipline actions.
  - B. FACULTY COMPENSATION SUB-COMMITTEE
    - \* Standards, policies, and procedures concerning base compensation, other benefits, and other general work conditions and welfare.
  - C. AFFIRMATIVE ACTION SUB-COMMITTEE
    - \* Standards, policies, and procedures concerning affirmative action programs that involve or affect faculty and academic ranks.
    - \* Liaison relationship with the university's Affirmative Action Office personnel.
7. STUDENT AFFAIRS AND CONDUCT COMMITTEE
- A. STUDENT AFFAIRS SUB-COMMITTEE
    - \* Standards, policies, and procedures that govern students' admissions and retention and dismissal in academic programs.
    - \* Liaison with administrative offices' programs for students that support involvement and progress in their academic life.
    - \* Students' code of rights and responsibilities concerning conduct and discipline.
  - B. ATHLETICS PROGRAMS SUB-COMMITTEE
    - \* Standards, policies, and procedures that govern the academic portion of the university's athletic programs.
8. COMMUNITY PARTNERSHIPS COMMITTEE
- A. HONORARY DEGREES SUB-COMMITTEE
    - \* Standards, policies, and procedures that identify recipients and award the honorary degrees.
  - B. EXTERNAL PARTNERSHIPS/RELATIONS SUB-COMMITTEE
    - \* Consult with organizations that maintain programs that develop and maintain partnerships among the university's academic programs and external groups or offices.
    - \* Liaison relationship with the IU Foundation and its action programs that impact the conduct of the academic programs.

9. FACULTY GOVERNANCE POLICIES COMMITTEE

A. FACULTY GOVERNANCE STRUCTURE SUB-COMMITTEE

- \* Standards, policies, and procedures concerning the structure of the university's faculty governance system, pursuant to its established authorities and responsibilities.
- \* Monitor the operating rules under which the faculty governance structure operates.

B. UNIVERSITY ACADEMIC HANDBOOK SUB-COMMITTEE

- \* Maintain a master copy of the *IU Academic Handbook*, incorporating changes as they occur.
- \* Work with the appropriate office to issue periodically an updated copy of the Handbook.

10. AGENDA COMMITTEE (see p. 12 of Circular U3-96 & bylaws)

- \* Determine the Council's agenda.
  - \* Prepare the final draft of any new legislation approved by the Council.
  - \* Request the Council to determine the implementation and the effect of any past legislation or action, or to reconsider any past legislation.
  - \* Determine speaking privileges at the Council's meetings.
  - \* Establish, at the request of the President or of the Agenda Committee on its own motion, the Council's meeting in Executive Session.
  - \* Serve as the University Faculty Council's Nominations Committee.
  - \* Appoint the members of standing committees and their chairs for the following year.
  - \* Establish ad hoc committees as the need arises.

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**A CROSS-LISTING OF THE EXISTING STANDING COMMITTEES AND THE PROPOSAL ABOVE IS AS FOLLOWS**

- \* Affirmative Action Committee.....6.C.
- \* Budgetary Affairs Committee..... 2.A.
- \* Educational Policies Committee..... 3.B.
- \* Faculty Affairs Committee..... 6.A.
- \* Fringe Benefits Committee..... 6.B.
- \* Honorary Degrees Committee..... 8.A.
- \* Library Affairs Committee..... 5.A.
- \* Student Affairs Committee..... 7.A.
- \* Style and Rules Committee..... 9.A.
- \* University Structure Committee..... 1.B.
- \* Agenda Committee..... 10

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