August 13, 2010

TO: Academic Senate Members

FROM: Office of Academic Governance
Vicki Carlisle, Academic Governance Secretary

RE: Academic Senate Meeting

The Academic Senate will meet on Wednesday, August 18 at 2:00 p.m. in the T.I. Auditorium, ECS South 2.102.

Please bring the agenda packet with you to this meeting. If you cannot attend, please notify me at x6751.

Attachments

xc:  David Daniel  John Wiorkowski  Darrelene Rachavong  Chief Larry Zacharias
Hobson Wildenthal  Calvin Jamison  Abby Kratz  Deans
Andrew Blanchard  Inga Musselman  Rhonda Blackburn  Grace Bielawski SG President
Serenity King  Larry Redlinger  Daniel Calhoun

2010-2011 Academic Senate

Bardhan, Indranil  Keith, Linda  Vidyasagar, M.
Beron, Kurt  Kiasaleh, Kamran  Xu, Yexiao
Bhatia, Dinesh  Kisunzu, Phillip  Xuan, Zhenyu
Bochsler, Dan  Leaf, Murray*  Zhang, Harold
Breen, Gail  Menon, Syam
Burr, John  Miller, Dennis
Cantrell, Cyrus  Murphy, Jessica
Chandrasekaran, R.  Murthi, B.P.S.
Cordell, David**  Natarajan, R.
Dess, Gregory  Nielsen, Steven
Dieckmann, Greg  Ntafos, Simeon
Durbin, Kelly  Prakash, Ravi
Fass, Simon  Redman, Tim
Hagge, Tobias  Richard, Orlando
Hoffman, John  Salter, Liz
Huynh, D.T.  Richard Scotch
Ishak-Boushaki, M.  Stern, Robert
Janakiraman, Ganesh  Thompson, Lucien

*Speaker
**Secretary
AGENDA
ACADEMIC SENATE MEETING
August 18, 2010

1. CALL TO ORDER, ANNOUNCEMENTS & QUESTIONS
   DR. DANIEL

2. APPROVAL OF THE AGENDA
   DR. LEAF

3. APPROVAL OF MINUTES
   June 16, 2010 Meeting
   DR. LEAF

4. SPEAKER’S REPORT
   DR. LEAF

5. FAC REPORT
   DR. LEAF

6. STUDENT GOVERNMENT LIAISON REPORT
   DR. CORDELL

7. CHARGE – SUSTAINABILITY COMMITTEE
   DR. LEAF

8. RECOMMENDATIONS FROM THE COMMITTEE ON COMMITTEES
   DR. LEAF

9. CEP PROPOSALS – LEAN SIX SIGMA FOR HEALTHCARE MGT. YELLOW BELT CERT.
   CATALOG COPY CHANGE – PHD IN POLITICAL SCIENCE
   DR. CANTRELL

10. REVISED CHARGE – BIOSAFETY COMMITTEE
    DR. LEAF

11. REVISED CHARGE – FACULTY MENTORING COMMITTEE
    DR. LEAF

12. OGC REVISIONS TO FACULTY FITNESS FOR DUTY POLICY
    DR. LEAF

13. REVISIONS TO FINANCIAL EXIGENCY POLICY
    DR. LEAF

14. ADJOURNMENT
    DR. DANIEL
UNAPPROVED AND UNCORRECTED MINUTES

These minutes are disseminated to provide timely information to the Academic Senate. They have not been approved by the body in question, and, therefore, they are not official minutes.

ACADEMIC SENATE MEETING
June 16, 2010

PRESENT: Indranil Bardhan, Dan Bochsler, John Burr, Cy Cantrell, David Cordell, Gregory Dess, Gregg Dieckmann, Kelly Durbin, Simon Fass, D.T. Huynh, Murray Leaf, Dennis Miller, Jessica Murphy, Simeon Ntafos, Tim Redman, Richard Scotch

ABSENT: Kurt Beron, Dinesh Bhatia, Gail Breen, R. Chandrasekaran, Tobias Hagge, John Hoffman, Mustapha Ishak-Boushaki, Ganesh Janakiraman, Linda Keith, Kamran Kiasaleh, Phillip Kisunzu, Syam Menon, B.P.S. Murthi, Ramachandran Natarajan, Ravi Prakash, Orlando Richard, Liz Salter, Robert Stern, Lucien Thompson, Mathukumalli Vidyasagar, Yexiao Xu, Zhenyu Xuan, Harold Zhang

VISITORS: David Daniel, Andrew Blanchard, Calvin Jamison, Emily Tobey, Serenity King, Grace Bielawski

1. CALL TO ORDER, ANNOUNCEMENTS AND QUESTIONS

President Daniel called the meeting to order. He expressed pleasure that the PhD. request for the ATEC program was moving forward. The external review will take place July 8.

President Daniel stated that an issue has come up relatively suddenly that he is sure will garner more discussion in the future. We are being asked by UT System if we perform criminal background checks on newly hired employees. Some schools within the System have been doing checks on all newly hired employees for the last year or two. Our policy has been somewhat sporadic. Checks are done on any employee working with minors and some units, such as Information Resources, routinely do them on all new hires. Our policy has been somewhat sporadic. Checks are done on any employee working with minors and some units, such as Information Resources, routinely do them on all new hires. President Daniel sees no justifiable reason why we would not do a routine criminal background check on all new hires – faculty, staff or students. He welcomes Senate input on this issue and will take this to the Staff Council as well. Barring a compelling argument otherwise, President Daniel would like to see our administrative manual revised to require criminal background checks on all new hires. He did note that having something show up on the check would not automatically disqualify a person from being hired.

In his opinion, the far more difficult question is the extent to which one would have criminal background checks for existing employees. This issue is being addressed at the System level. President Daniel asked the Senate to stand ready as ideas surface to give advice and counsel on formulating a policy regarding criminal background checks for existing employees.
General discussion followed. Dr. Simon Fass stated that the way these records are reported is subject to wide interpretation; this is a very touchy and delicate issue.

The question of who is responsible for the cost of the check and exactly what the cost would be was raised. President Daniel stated the cost could be anywhere from $1.00 for a state of Texas system check to thousands of dollars if a private investigator is hired. He has been told that the typical cost would be $25.00 - $30.00. The checks that we would be performing would be something on this order and we would hire a firm to search criminal databases and gather this information for us. He has asked Dr. Jamison to let him know the cost of the background checks that are routinely being done now.

President Daniel has been told by legal counsel that employees are required to disclose to the institution any convictions. In fact, it is a dismissible offense if an employee is convicted of a crime and does not report it to the institution. President Daniel reiterated that being convicted of a crime would not necessarily mean that one would be fired – the decision would depend on the nature of the offense and the person’s job responsibilities.

Dr. Jamison reported that we are currently doing background checks on all staff. He suggests doing the background checks on finalists for faculty positions as a means of keeping costs down.

Speaker Leaf noted that there are several details that must be addressed before this policy is approved. In particular, he asked if one-time lecturers, symposia speakers, etc. are considered “hires” and expressed concern that our position on this needed to be in writing.

Dr. Leaf also reported that UTD has a policy written in 2002 in response to an earlier initiative from the UT System. This initiative, among other things, would have required us not to reveal the results of the criminal background check to the employee, and that was one of the things the Senate objected to. The new System draft does not do that. President Daniel stated that he has been told that a criminal background check is much like a credit report in that one has a right to see the results of the check. In fact, he acknowledged that much like credit checks, there is the potential for inaccuracies with these background checks and an employee or potential employee would have the right to address those inaccuracies. Dr. Leaf noted that our own policy from 2002 requires us to let the person know what showed up in the check and give them an opportunity to respond.

President Daniel announced that the Raytheon building will be now be called the Research and Operations Center (ROC). This building will likely house an incubator as well as Information Resources, Audit and Compliance, and some of the back office enrollment services employees. The building is located immediately west of Waterview Parkway and Drive A.

The new MSET Building will go online shortly. President Daniel feels the MSET acronym will be confusing to visitors and he is proposing that this building be called the Science Learning Center. The Senate approved of this change.

President Daniel reported that a new Dean of Students has been hired. He suggested that the Senate invite the new Dean to speak at a Senate meeting in the fall. It was noted that the new Dean has particular expertise in judicial affairs and this might be a good
opportunity to make a comprehensive review of judicial affairs. Has particular expertise in judicial affairs. Good opportunity to take comprehensive review of judicial affairs.

Construction is beginning on a new residence hall immediately north of the current hall. It likely will be completed in time for the freshman class of 2011.

President Daniel, along with Dr. Wildenthal and Dr. Jamison, are working to develop plans to rehab vacated space in Jonsson, Hoblitzelle Hall, and Founders East as new buildings go online and offices move. He does not think that there are adequate funds to address Founders West at this point. There is still some uncertainty as to how much we will be able to accomplish. The top priority is for immediately usable space for faculty, classrooms, laboratories, etc. Addressing the vacated space in the Library is a lower priority. Plans will not be solidified until November or so after people get moved out and we can get a better idea of the costs involved.

Dr. Fass asked for an update on the status of the Dallas International School. President Daniel responded that DIS purchased a piece of property across the street from our campus and they operate their upper school in a space that they lease from us. Their expectation was to build a new school on this property. The economic recession has made progress on this project uncertain at this time. President Daniel feels there are many benefits to their moving ahead with the project, but they are an independent entity and will make their own decisions.

President Daniel walked through the magnolia grove and main landscape project and is very pleased with the results. He expects to dedicate the new buildings and the landscaping sometime in September. The improvements along the Campbell Road entrance will not be completed until later in the year.

2. APPROVAL OF THE AGENDA
Cy Cantrell made a motion to approve the agenda as distributed. Simon Fass seconded. The motion carried.

3. APPROVAL OF MINUTES
Richard Scotch made a motion to approve the minutes as circulated. Cy Cantrell seconded. The motion carried.

4. SPEAKER’S REPORT
Speaker Leaf reported that he has not had any further communication regarding the sustainability committee.

Marilyn Kaplan has offered to continue as the Senate liaison with Student Government, although she is no longer in the Senate. She will submit her reports in writing. David Cordell and Dr. Leaf have agreed to accept the offer.

Along related lines, Marilyn reports that the Student Government is happy with the results of electronic balloting, and recommends that we consider such a system for Senate elections. Perhaps our ad hoc website committee could take this up?

Dr. Cantrell, speaking for the website committee, agreed to do so. The committee will consult with Student Government.
Faculty access to student records for considerations of safety. Last May, when Chancellor Cigarroa was here with Regent Longoria and V. C. Prior, they met with members of the Academic Council for lunch. One of the points we made during the conversation concerned safety, specifically our inability to get information on student backgrounds when we are anticipating taking such students on trips or hiring them on grants and the like. This has now percolated through the system channels and last week Speaker Leaf received an email from Dan Sharphorn in the OGC. He had discussed these issues with Mr. Sharphorn last year, when we were trying to get our policies changed in response to troubles that developed with a student on a trip to Chicago, last October. Mr. Sharphorn said he had thought we had solved the problem, and Speaker Leaf explained that we had not. V. P. for Student Affairs Rachavong had called a meeting and all present agreed on a course of action, more or less, that divided along two lines: getting criminal background checks and getting other information on students, including disciplinary records. After the meeting, attention focused on criminal backgrounds. Abbey Kratz drafted an application for travel form on the basis of the present procedure for Archer fellows, as we had agreed, but also on the basis of the view that if the VPSA office does a criminal background check on any one applicant for travel they had to do it for all. The resulting wording was long, legalistic, and threatening. Our director of international travel objected. Speaker Leaf agreed and thinks most faculty also would. We want to create a cooperative relationship between faculty and students, not an adversarial one. Since there seemed to be no way to work out friendlier language, this has stalled. In the meantime, however, Tony Champagne has found that we (faculty) actually can do criminal records checks on our own—at the county level. We will put instructions on our Senate website.

With no progress on criminal background checks, the apparently deeper objection of the V. P. for Student affairs to providing faculty with information on student disciplinary actions has also not been addressed. So we are in the same position as last October.

Speaker Leaf’s view, as stated in his letter to Mr. Sharphorn, was that this should not be so complicated. The declared purpose of FERPA is to promote privacy as way of improving campus safety, not a way of undermining it. Criminal records are public records; faculty should be able to get the information. All that needs to be specified is the channel. Student disciplinary records similarly ought to available to faculty at their discretion, as should academic records. It is up to faculty to interpret the information, not someone without faculty experience or responsibility. There is nothing in FERPA that requires otherwise—or at least nothing that is not contradicted by some other interpretation from the same Office of Education person.

Mr. Sharphorn agrees; what we have here is a disagreement over policy, not a constraint in federal law. Given Mr. Sharphorn’s response, if there is still faculty interest in the problem, Speaker Leaf’s view is that we (the Senate) should simply write a policy on faculty access to student information, and not try to have the V. P. for Student Affairs the Dean of Students, or any other officer, write one for us.

Speaker Leaf asked the Senate if they wanted him to work on developing such a policy. Discussion followed on some of the elements such a policy should contain. It was agreed that he would work on with the Committee on Academic Integrity and the Committee on Faculty Standing and Conduct.
Dr. Jamison has established a customer service policy and committee. The members are now staff only. They would like to include faculty. Accordingly, he presented the policy to the Academic Council with the idea that the Senate could consider establishing it as a University Committee to include faculty membership. We discussed this in Council. We are of course aware of faculty objections to viewing students as “customers,” but at the same time we do not think that there would be any real faculty objection to the underlying notion of promoting an attitude of mutual respect and cooperation, which is the real aim of the policy. Accordingly, we have agreed that members of the Council will work with the existing committee to make appropriate modifications to the wording of the policy and also to draft a charge for the committee. Dr. Jamison will convene the group.

5. FAC REPORT
The system has sent a new policy on international travel. We should probably discuss it.

Chancellor Cigarroa has called for a meeting with the FAC Executive Committee to discuss a draft system policy on criminal background checks. Apparently the System is trying to anticipate a move in the Texas legislature to require criminal background checks for all faculty hires. The proposed policy raises many of the same issues that we faced eight years ago, when we drafted our present policy. A major problem is that the state law that the system policy seeks to implement was written in what is now a different technological era, and designates as a “security sensitive position” any position in which one has “access” to “a computer terminal.” Another problem is that the new version of the policy has two levels of check—the state level criminal background check called for in our present policy and a new “national” check. Exactly what this latter would involve is undefined. The meeting was initially set for June 7 and is now set for June 21. David Cordell and I have said we will be able to attend.

The UTMB has now been formally sanctioned by the AAUP for its practices in firing faculty under a declaration of financial exigency last year. The AAUP report can be accessed on the links page of our Senate website.

6. STUDENT GOVERNMENT LIAISON REPORT
Dr. Cordell reported that at the recent Student Government meeting there were discussions regarding changes in dining hall meal plans, pub renovations, plans for the bookstore, and textbook issues. Marilyn Kaplan will be joining the bookstore advisory group, which will include students as well. The Student Senate is going to be arranging for bus service to pick up international students again this summer, and will be hosting a welcome party for international students jointly with the International Student Services Office.

Grace Bielawski stated that members of Student Government will be meeting next week with one of the regional managers from the Follett Company next week. They will be discussing a textbook swap program.

In an unrelated matter, Dr. Cordell asked for annual reports from all committee chairs.
7. CEP PROPOSALS – CERTIFICATE PROGRAM IN GEOSPATIAL INTELLIGENCE

Dr. Cantrell introduced the certificate program by explaining that the field of geospatial intelligence refers to the application of geographic information systems and geographic information in general to the acquisition and analysis of intelligence data. There is a special intelligence organization that supports the CIA, DOD and other organizations in the certification of programs in geospatial intelligence.

The proposal repackages existing courses into a certificate program that will meet the requirements of the geospatial intelligence community. This is an academic certificate program.

Cy Cantrell made a motion to approve the certificate. Tim Redman seconded the motion. In answer to a question from the floor, Dr. Cantrell stated that the certificate does not appear to require a licensure exam at this time.

The motion carried.

8. CHARGE – INTELLECTUAL PROPERTY COMMITTEE

Speaker Leaf reported that this is a committee that the Senate has been appointing, but the committee did not have a separate charge. The charge does not involve any changes in what the committee has been doing.

Cy Cantrell made a motion to approve the charge. John Burr seconded the motion. The motion carried.

9. APPROVAL OF CANDIDATES FOR GRADUATION SUMMER 2010

The Speaker of the Faculty presented the lists of candidates for undergraduate and graduate degrees for the summer commencement.

CANDIDATES FOR GRADUATE DEGREES:
After a review of the PhD candidates, it was determined that the list that was provided by the Graduate Dean’s Office was in fact the list of spring graduates. The list of undergraduate candidates appears to be complete.

CANDIDATES FOR UNDERGRADUATE DEGREES:
David Cordell moved to approve the undergraduate candidates for graduation, as follows. These students have applied for graduation and have been reviewed by the Office of Records. The Office of Records declared that all of these students will be eligible for graduation upon the completion of the current semester’s work at the necessary levels. I request, therefore, that the Academic Senate certify these students to graduate upon receipt of final grades, and notification of completion of other requirements, provided that the grades are consistent with the standards for graduation prescribed by this University. I also request that the Academic Senate certify those students designated as eligible to graduate with honors upon completion of coursework and requirements consistent with the standards for honors at the levels offered by this University.

Tim Redman seconded the motion. The motion carried and the list of undergraduate candidates is attached to these minutes.
The Senate agreed to proceed with approval of the candidates for graduate degrees and then authorize an email vote to approve any candidates whose names may have been left off the lists presented.

**Candidates for Graduate Degrees:**
Dr. Cordell moved to approve the candidates for graduate degrees as follows: These students have applied for graduate degrees and have been reviewed by the Graduate Dean. The Graduate Dean certifies that all of these students will be eligible for the degrees indicated upon satisfactory completion of the current semester’s work. I request, therefore, that the Academic Senate certify these students to receive the degrees as indicated upon receipt of final grades and notification of completion of other requirements, provided that the grades received are consistent with the standards for credit prescribed by this University.

David Cordell further moved to authorize an email ballot to approve any names of graduate candidates who were left off the lists for graduation. Cy Cantrell seconded the motion. The authorization passed.

On June 16 Ms. Carlisle sent an email to the Senate with the appropriate list of graduate candidates. The candidates were approved for graduation by email vote, and the list of graduate candidates is attached to these minutes.

10. **ADJOURNMENT**

There being no further business, President Daniel adjourned the meeting at 3:07 p.m.

APPROVED: ___________________________ DATE: ____________________
Murray J. Leaf
Speaker of the Academic Senate
SUBMISSION OF NAMES OF CANDIDATES FOR DEGREES SUMMER 2010

UNDERGRADUATE

These students have applied for graduation and have been reviewed by the Office of Records. The Office of Records declared that all of these students will be eligible for graduation upon the completion of the current semester’s work at the necessary levels. I request, therefore, that the Academic Senate certify these students to graduate upon receipt of final grades, and notification of completion of other requirements, provided that the grades are consistent with the standards for graduation prescribed by this University. I also request that the Academic Senate certify those students designated as eligible to graduate with honors upon completion of coursework and requirements consistent with the standards for honors at the levels offered by this University.

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Charge

University Sustainability Committee

Policy Statement
The University Sustainability Committee is a University-wide, Standing Committee appointed by the President not reporting to the Academic Senate of The University of Texas at Dallas.

The mission of the Sustainability Committee is to cultivate a culture of environmental responsibility in which the entire UTD community is aware of, engaged in and committed to advancing environmental awareness and sustainable practices through education, research, operations, and community service activities.

The committee is specifically charged to:

- Develop and prioritize an annual set of committee goals and planned actions designed to further promote and advance an institutional culture of sustainability
- Evaluate sustainability initiatives and projects based on a benefit versus lifecycle cost analysis
- Publicize and communicate current university sustainability initiatives to the university community
- Conduct and promote campus events, workshops, showcases, exhibits focused on enhancing sustainability efforts and practices so as to more fully engage students, faculty and staff
- Promote and encourage sustainability where appropriate as a key element of the curriculum
- Overall reduce UTD’s impact on the environment in the areas of energy, water, waste, buildings, transportation, purchasing, grounds, food and dining, social equity, academics and research and education and outreach.

The Committee shall have seven voting members appointed by the President as follows:

One Chair, who shall be a member of the tenured faculty, preferably someone actively concerned with sustainability as a research topic or with developing teaching methods or materials concerned with it.

Two additional faculty members, one from NS&M or Engineering (alternating), and one from EPPS or Business or Arts & Humanities (alternating). The Chair and the faculty members shall be nominated by the Academic Senate.

Two Staff, one of which shall be the Assistant Director of Procurement and the other a representative of Staff Council. The latter shall be nominated by the Staff Council.

Two Student Members, both nominated by student government. One shall be at large, the other from a student group/club specifically devoted sustainability initiatives on campus.

In addition, the following members shall be Ex Officio and without vote: The Vice President of Business Affairs or his/her representative, the Associate Vice President of Facilities
ITEM #7

Management, the Energy Conservation and Sustainability Manager, and the Assistant Vice President of Communications

The Committee will produce an annual report of accomplishments to the President with copies to the Academic Senate, the Vice President for Business Affairs and Facilities Management for publication on their websites.

Policy History
2010-2011

COMMITTEE NAME: ADVISORY COMMITTEE ON RESEARCH
Charge: Policy Memorandum 02-III.27-86

EX-OFFICIO (with vote)
Dean of Natural Sciences & Mathematics
Dean of Behavioral & Brain Sciences
Dean of Engineering & Computer Science

SPECIAL REQUIREMENTS:
At least 11 voting members, 7 of which, including the Chair, shall be members of the general faculty from areas with the most involvement with and dependence on external funding
2-year terms
Deans of ECS, BBS, & NSM
1 Dean (with vote) of remaining schools
1-year term

RESPONSIBLE UNIVERSITY OFFICIAL
Vice President for Research

MEMBERS WHOSE TERMS ARE CONTINUING
FACULTY:
Philip Loizou (EC) (8/31/2011)
Robert Serfling (N) (8/31/2011)
Mihai Nadin (A) (8/31/2011)
Suresh Sethi (M) (8/31/2011)
Farokh Bastani (EC) (8/31/2011)

MEMBERS WHOSE TERMS ARE EXPIRING
FACULTY:
Mustapha Ishak-Boushaki (N) (8/31/2010)
Duncan McFarlane (EC) (8/31/2010)
Aage Moller (B) (8/31/2010)
Todd Sandler (EP) (8/31/2010)
*DEAN: Dennis Kratz (A) (8/31/2010)

CHAIR: Philip Loizou (EC)
VICE CHAIR: Robert Serfling (N)

REPLACEMENTS NEEDED

Anvar Zakhidov (N) (8/31/2012)
Dinesh Bhatia (EC) (8/31/2012)
Aage Moller (B) (8/31/2012)
John Worrall (EP) (8/31/2012)
James Marquart (EP) (8/31/2011)

Philip Loizou (EC)
Dinesh Bhatia (EC)
**2010-2011**

**COMMITTEE NAME:** CHANCELLOR’S COUNCIL/PRESIDENT’S OUTSTANDING TEACHING AWARDS COMMITTEE

Charge: Policy Memorandum 00.III.21-83 Senate Concurrent

**EX-OFFICIO (with vote)**
Dean of Undergraduate Education
Student Government President
(Grace Bielawski 10/11)

**SPECIAL REQUIREMENTS:**
Dean of Undergraduate Education
President of Student Government

5 members
3-year terms
3 faculty (3 previous award winners)

Chair – longest-standing faculty member on committee

**RESPONSIBLE UNIVERSITY OFFICIAL**
Executive Vice President and Provost

**MEMBERS WHOSE TERMS ARE CONTINUING**

**FACULTY:**
John Pomara (A) (8/31/2011)
Michael Kilgard (B) (8/31/2011)
Ivor Page (EC) (8/31/2012)

**CHAIR:** John Pomara (A)

**VICE CHAIR:** Michael Kilgard (B)
2010-2011

COMMITTEE NAME: COMMITTEE ON ACADEMIC INTEGRITY

Charge: Policy Memorandum 05-III.21-90    Senate Concurrent Committee

EX-OFFICIO

Library representative (without vote)
nominated by Dean of Libraries

SPECIAL REQUIREMENTS:

9  Faculty, at least one from each school
2  Students
2-year terms, staggered

RESPONSIBLE UNIVERSITY OFFICIAL

Assistant Vice President for Student Affairs and Dean of Students

MEMBERS WHOSE TERMS ARE CONTINUING

Cy Cantrell (EC) (8/31/2011)
Robert Glosser (N) (8/31/2011)
Bruce Jacobs (EP) (8/31/2011)
Ivor Page (EC) (8/31/2011)
William Pervin (EC) (8/31/2011)
Linda Thibodeau (B) (8/31/2011)

DENIS DEAN (EP) (8/31/2012)

MEMBERS WHOSE TERMS ARE EXPIRING

FACULTY:
Marilyn Kaplan (M) (8/31/2010)
Michelle Nickerson (A) (8/31/2010)
Elizabeth Salter (I) (8/31/2010)

MATTHEW POLZE (M) (8/31/2012)
ADRIENNE MCLEAN (A) (8/31/2012)
ELIZABETH SALTER (I) (8/31/2012)

STUDENTS:
Emily Lichtenheld (UG) (8/31/2010)
Ravi Hanumara (UG) (8/31/2010)

(UG) (8/31/2011)
(UG) (8/31/2011)

CHAIR: Cy Cantrell (EC)
VICE CHAIR: Robert Glosser (N)

LINDA THIBODEAU (B)
ROBERT GLOSSER (N)
COMMITTEE NAME: COMMITTEE ON THE CORE CURRICULUM

Charge: Policy Memorandum 95-III.21-66 Senate Concurrent

<table>
<thead>
<tr>
<th><strong>EX-OFFICIO (without vote)</strong></th>
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<tbody>
<tr>
<td>Dean of Undergraduate Education</td>
</tr>
<tr>
<td>University Registrar &amp; Director of Academic Records</td>
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<tr>
<td>Director of Undergraduate Advising</td>
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<thead>
<tr>
<th><strong>EX-OFFICIO (with vote)</strong></th>
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<tr>
<td>Chair, CEP</td>
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<table>
<thead>
<tr>
<th><strong>SPECIAL REQUIREMENTS:</strong></th>
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<tbody>
<tr>
<td>7 voting members from faculty</td>
</tr>
<tr>
<td>All schools represented</td>
</tr>
<tr>
<td>4 students (without vote)</td>
</tr>
<tr>
<td>degree-seeking undergraduates including one lower-division student and one upper-division transfer student</td>
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<tr>
<td>2-year terms, staggered</td>
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<tr>
<th><strong>RESPONSIBLE UNIVERSITY OFFICIAL</strong></th>
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<tbody>
<tr>
<td>Dean of Undergraduate Education</td>
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<tr>
<th><strong>MEMBERS WHOSE TERMS ARE CONTINUING</strong></th>
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<tbody>
<tr>
<td><strong>FACULTY:</strong></td>
</tr>
<tr>
<td>Simeon Ntafos (EC) (8/31/2011)</td>
</tr>
<tr>
<td>Mary Chaffin (M) (8/31/2011)</td>
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<tr>
<td>Kruti Dholakia (EP) (8/31/2011)</td>
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<tr>
<td>Liz Salter (I) (8/31/2011)</td>
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<tr>
<td><strong>MEMBERS WHOSE TERMS ARE EXPIRING</strong></td>
</tr>
<tr>
<td><strong>FACULTY:</strong></td>
</tr>
<tr>
<td>Duane Buhrmester (B) (8/31/2010)</td>
</tr>
<tr>
<td>Shelley Lane (A) (8/31/2010)</td>
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<tr>
<td>Dennis Miller (N) (8/31/2010)</td>
</tr>
<tr>
<td><strong>STUDENTS:</strong></td>
</tr>
<tr>
<td>Billy Easley, II (UG &amp; Transfer) (8/31/2010)</td>
</tr>
<tr>
<td>Stanislav Gershengoren (UG) (8/31/2010)</td>
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<tr>
<td>Mac Hird (UG) (8/31/2010)</td>
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<tr>
<td>Bonnie Latreille (UG) (8/31/2010)</td>
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<tr>
<td><strong>CHAIR:</strong> Duane Buhrmester (B)</td>
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<tr>
<td><strong>VICE CHAIR:</strong> Simeon Ntafos (EC)</td>
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<thead>
<tr>
<th><strong>REPLACEMENTS NEEDED</strong></th>
</tr>
</thead>
<tbody>
<tr>
<td>MARILYN KAPLAN (M) (8/31/2012)</td>
</tr>
<tr>
<td>SHEELLEY LANE (A) (8/31/2012)</td>
</tr>
<tr>
<td>DENNIS MILLER (N) (8/31/2012)</td>
</tr>
<tr>
<td>SIMEON NTAFOS (EC)</td>
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<tr>
<td>MARILYN KAPLAN (M)</td>
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</tbody>
</table>
## EX-OFFICIO (with vote)
- Dean of Graduate Studies
- Vice President, Chief Information Officer
- Dean, School of Engineering & Computer Science
- Vice President for Student Affairs
- Dean, School of Management,
- Distance Learning Coordinator

## SPECIAL REQUIREMENTS:
- 6 faculty members
- 6 ex-officio, voting members
- 2-year terms, staggered

## RESPONSIBLE UNIVERSITY OFFICIAL
Executive Vice President and Provost

## MEMBERS WHOSE TERMS ARE CONTINUING
### FACULTY
- Dan Bochsler (M) (8/31/2011)
- John Fonseka (EC) (8/31/2011)
- Don Hicks (EP) (8/31/2011)

## MEMBERS WHOSE TERMS ARE EXPIRING
### FACULTY
- Homer Montgomery (N) (8/31/2010)
- David Parry (A) (8/31/2010)
- Vacant (8/31/2010)

### REPLACEMENTS NEEDED
- MARY URQUHART (N) (8/31/2012)
- JOHN GOOCH (A) (8/31/2012)
- MARK THOUIN (M) (8/31/2012)

## CHAIR: Homer Montgomery (N)
## VICE CHAIR: Vacant
### 2010-2011

**Committee Name:** Committee on Educational Policy

Charge: Policy Memorandum 78-III.21-11  
Senate Concurrent

<table>
<thead>
<tr>
<th>Ex-Officio (with vote)</th>
<th>Special Requirements:</th>
</tr>
</thead>
<tbody>
<tr>
<td>Chair, Committee on Core Curriculum</td>
<td>13 Faculty members</td>
</tr>
<tr>
<td></td>
<td>2 from each school, except for</td>
</tr>
<tr>
<td></td>
<td>1 from Interdisciplinary Studies</td>
</tr>
<tr>
<td></td>
<td>2 students (non-voting)</td>
</tr>
<tr>
<td></td>
<td>1 graduate</td>
</tr>
<tr>
<td></td>
<td>1 undergraduate</td>
</tr>
<tr>
<td></td>
<td>2-year terms</td>
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<table>
<thead>
<tr>
<th>Ex-Officio (without vote)</th>
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</thead>
<tbody>
<tr>
<td>Dean of Graduate Studies</td>
<td></td>
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<tr>
<td>Dean of Undergraduate Education</td>
<td></td>
</tr>
<tr>
<td>Assistant Provost</td>
<td></td>
</tr>
<tr>
<td>University Registrar &amp; Director of Academic Records</td>
<td></td>
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</tbody>
</table>

**Responsible University Official**

Dean of Graduate Studies  
Dean of Undergraduate Education

**Members Whose Terms Are Continuing**

**Faculty:**
- Milton Cohen (A) (8/31/2011)
- Bruce Jacobs (EP) (8/31/2011)
- Dennis Miller (N) (8/31/2011)
- Margaret Owen (B) (8/31/2011)
- William Pervin (EC) (8/31/2011)
- Sumit Sarkar (M) (8/31/2011)

**Members Whose Terms Are Expiring**

**Faculty:**
- Cy Cantrell (EC) (8/31/2010)
- Duane Buhrmester (B) (8/31/2010)
- Robert Hilborn (N) (8/31/2010)
- Mike Peng (M) (8/31/2010)
- Karen Prager (I) (8/31/2010)
- Dean Terry (A) (8/31/2010)

**Students:**
- Colter Fleming (G) (8/31/2010)
- Prashant Raghavendran (UG) (8/31/2010)

**Chair:** Cy Cantrell (EC) (8/31/2010)

**Vice Chair:** Milton Cohen (A) (8/31/2011)

**Replacement Needed**

- Cy Cantrell (EC) (8/31/2012)
- Karen Prager (I) (8/31/2012)
- Phillip Anderson (N) (8/31/2012)
- B.P.S. Murthi (M) (8/31/2012)
- Peter Assmann (B) (8/31/2012)
- Pamela Gossin (A) (8/31/2012)
- Lynne Vieraitis (EP) (8/31/2012)


- Cy Cantrell (EC)
2010-2011

**COMMITTEE NAME:** COMMITTEE ON EFFECTIVE TEACHING

Charge: Policy Memorandum 94-III.21-64

Senate Concurrent

<table>
<thead>
<tr>
<th>EX-OFFICIO (without vote)</th>
<th>SPECIAL REQUIREMENTS:</th>
</tr>
</thead>
<tbody>
<tr>
<td>Dean of Undergraduate Education</td>
<td>9 voting members</td>
</tr>
<tr>
<td>A&amp;H Associate Dean of Undergraduate Education</td>
<td>6 faculty members</td>
</tr>
<tr>
<td>BBS Associate Dean of Undergraduate Education</td>
<td>1 from each school except for Interdisciplinary Studies</td>
</tr>
<tr>
<td>ECS Associate Dean of Undergraduate Education</td>
<td>2 students</td>
</tr>
<tr>
<td>EPPS Associate Dean of Undergraduate Education</td>
<td>1 technical expert</td>
</tr>
<tr>
<td>IS Associate Dean of Undergraduate Education</td>
<td>2-year terms, staggered</td>
</tr>
<tr>
<td>M Associate Dean of Undergraduate Education</td>
<td></td>
</tr>
<tr>
<td>NSM Associate Dean of Undergraduate Education</td>
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<tr>
<th>RESPONSIBLE UNIVERSITY OFFICIAL</th>
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<tbody>
<tr>
<td>Executive Vice President &amp; Provost</td>
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</tbody>
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<table>
<thead>
<tr>
<th>TECHNICAL EXPERT</th>
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<tbody>
<tr>
<td>Rhonda Blackburn (OEE)</td>
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<table>
<thead>
<tr>
<th>MEMBERS WHOSE TERMS ARE CONTINUING</th>
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<tbody>
<tr>
<td>Greg Thielemann (EP) (8/31/2011)</td>
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<tr>
<td>Michael Biewer (N) (8/31/2011)</td>
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<tr>
<td>Livia Markoczi (M) (8/31/2011)</td>
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<thead>
<tr>
<th>MEMBERS WHOSE TERMS ARE EXPIRING</th>
<th>REPLACEMENTS NEEDED</th>
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</thead>
<tbody>
<tr>
<td>Matthew Goeckner (EC) (8/31/2010)</td>
<td>(8/31/2012)</td>
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<tr>
<td>Monica Rankin (A) (8/31/2010)</td>
<td>(8/31/2012)</td>
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<tr>
<td>John Santrock (B) (8/31/2010)</td>
<td>(8/31/2012)</td>
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</table>

| CHAIR: Matthew Goeckner (EC) (8/31/2010) |
2010-2011

COMMITTEE NAME: COMMITTEE ON FACULTY MENTORING

Charge: Policy Memorandum 04-I.2-89 Senate Concurrent

SPECIAL REQUIREMENTS:

14 Faculty members
In consultation with the Committee for the Support of Diversity and Equity
2-year terms, staggered

RESPONSIBLE UNIVERSITY OFFICIAL

Vice President for Diversity, Community Engagement

MEMBERS WHOSE TERMS ARE CONTINUING

<table>
<thead>
<tr>
<th>Name</th>
<th>Term</th>
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</thead>
<tbody>
<tr>
<td>Rachel Croson (EP)</td>
<td>(8/31/2011)</td>
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<tr>
<td>Indranil Bardhan (M)</td>
<td>(8/31/2011)</td>
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<tr>
<td>Robert Glosser (N)</td>
<td>(8/31/2011)</td>
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<tr>
<td>Karen Prager (I)</td>
<td>(8/31/2011)</td>
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<tr>
<td>Anne van Kleeck (B)</td>
<td>(8/31/2011)</td>
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<tr>
<td>Marilyn Waligore (A)</td>
<td>(8/31/2011)</td>
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<tr>
<td>Alexander Braun (N)</td>
<td>(8/31/2011)</td>
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MEMBERS WHOSE TERMS ARE EXPIRING

<table>
<thead>
<tr>
<th>Name</th>
<th>Term</th>
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<tbody>
<tr>
<td>Hlaing Minn (EC)</td>
<td>(8/31/2010)</td>
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<tr>
<td>Robert Hilborn (N)</td>
<td>(8/31/2010)</td>
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<tr>
<td>Tim Redman (A)</td>
<td>(8/31/2010)</td>
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<tr>
<td>Orlando Richard (M)</td>
<td>(8/31/2010)</td>
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<tr>
<td>Kathryn Stecke (M)</td>
<td>(8/31/2010)</td>
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<tr>
<td>Vacant (8/31/2010)</td>
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<td>Vacant (8/31/2010)</td>
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REPLACEMENTS NEEDED

<table>
<thead>
<tr>
<th>Name</th>
<th>Term</th>
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<tbody>
<tr>
<td>Hlaing Minn (EC)</td>
<td>(8/31/2012)</td>
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<tr>
<td>Homer Montgomery (N)</td>
<td>(8/31/2012)</td>
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<tr>
<td>Sheryl Skaggs (EP)</td>
<td>(8/31/2012)</td>
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<td>David Edmunds (A)</td>
<td>(8/31/2012)</td>
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<tr>
<td>David Ford (M)</td>
<td>(8/31/2012)</td>
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<td>Kathryn Stecke (M)</td>
<td>(8/31/2012)</td>
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<tr>
<td>Hlaing Minn (EC)</td>
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<tr>
<td>Kathryn Stecke (M)</td>
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</table>

CHAIR: Rachel Croson (EP)

VICE CHAIR: Hlaing Minn (EC)
**COMMITTEE NAME:** COMMITTEE ON FACULTY STANDING AND CONDUCT  
**Charge:** Policy Memorandum 78-III.21-13  
**Senate Concurrent**

**SPECIAL REQUIREMENTS:**
- 5 Faculty members
- 2-year terms, staggered

**RESPONSIBLE UNIVERSITY OFFICIAL**

Executive Vice President and Provost

**MEMBERS WHOSE TERMS ARE CONTINUING**

<table>
<thead>
<tr>
<th>Name</th>
<th>Term</th>
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</thead>
<tbody>
<tr>
<td>Rockford Draper (N)</td>
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**MEMBERS WHOSE TERMS ARE EXPIRING**

<table>
<thead>
<tr>
<th>Name</th>
<th>Term</th>
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<tbody>
<tr>
<td>Ivor Page (EC)</td>
<td>(8/31/2010)</td>
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<tr>
<td>William Cready (M)</td>
<td>(8/31/2010)</td>
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<tr>
<td>Melanie Spence (B)</td>
<td>(8/31/2010)</td>
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**REPLACEMENTS NEEDED**

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<tr>
<th>Name</th>
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<tbody>
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<td>William Cready (M)</td>
<td>(8/31/2012)</td>
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<tr>
<td>Melanie Spence (B)</td>
<td>(8/31/2012)</td>
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</table>

**CHAIR:** Richard Scotch (EP)  
**Vice Chair:** Ivor Page (EC)
2010-2011

COMMITTEE NAME: COMMITTEE ON LEARNING MANAGEMENT SYSTEMS

Charge: Policy Memorandum 08-III.21-98 Senate Concurrent

EX-OFFICIO
Up to 20 members from offices of:
- Educational Enhancement
- Information Resources
- Registrar
- Audit and Compliance
- School of Management instructional designers

SPECIAL REQUIREMENTS:
- 6 Faculty members
  - One from each of six of the seven schools
  - and must use WebCT
- 2-year terms, staggered
  - (of initial six members, 3 appointed for 1-year term and 3 appointed for 2-year terms)

RESPONSIBLE UNIVERSITY OFFICIAL
Associate Provost for Educational Enhancement

MEMBERS WHOSE TERMS ARE CONTINUING
- Paul Jargowsky (EP) (8/31/2011)
- Tom Brikowski (N) (8/31/2011)
- Richard Golden (B) (8/31/2011)

MEMBERS WHOSE TERMS ARE EXPIRING
- Dinesh Bhatia (EC) (8/31/2010)
- John Gooch (A) (8/31/2010)
- Vacant (8/31/2010)

REPLACEMENTS NEEDED
- KENDRA COOPER (EC) (8/31/2012)
- MATT BROWN (A) (8/31/2012)
- JENNIFER JOHNSON (M) (8/31/2012)

CHAIR: Dinesh Bhatia (EC)
VICE CHAIR: Vacant

RICHARD GOLDEN (B)
PAUL JARGOWSKY (EP)
2010-2011

COMMITTEE NAME: COMMITTEE ON QUALIFICATIONS OF ACADEMIC PERSONNEL
Charge: Policy Memorandum 78-III.21-16 Senate Concurrent

EX-OFFICIO

SPECIAL REQUIREMENTS:
12 tenured faculty, two from each school (with the exception of Interdisciplinary Studies) preferably at the rank of Professor – no one holding an administrative appointment above the rank of Department Head shall be eligible to serve 2-year terms, staggered

RESPONSIBLE UNIVERSITY OFFICIAL
Executive Vice President and Provost

MEMBERS WHOSE TERMS ARE CONTINUING
Catherine Eckel (EP) (8/31/2011)
R. Chandrasekaran (EC) (8/31/2011)
Jay Dowling (B) (8/31/2011)
David Mauer (M) (8/31/2011)
Tim Redman (A) (8/31/2011)

MEMBERS WHOSE TERMS ARE EXPIRING
Adrienne McLean (A) (8/31/2010)
Kenneth Balkus (N) (8/31/2010)
Greg Earle (N) (8/31/2010)
Richard Golden (B) (8/31/2010)
Aria Nosratinia (EC) (8/31/2010)
Brian Ratchford (M) (8/31/2010)

REPLACEMENTS NEEDED
ZSUZSANNA OZSVATH (A) (8/31/2012)
XINCHOU LOU (N) (8/31/2012)
LARRY REITZER (N) (8/31/2012)
ALICE O'TOOLE (B) (8/31/2012)
MARIANNE STEWART (EP) (8/31/2012)
MILIND DAWANDE (M) (8/31/2012)

CHAIR: Catherine Eckel (EP)
VICE CHAIR: Adrienne McLean (A)

DAVID MAUER (M)
2010-2011

COMMITTEE NAME: COMMITTEE ON STUDENT SCHOLARSHIPS
Charge: Policy Memorandum 78-III.21-18 Senate Concurrent

EX-OFFICIO (WITH VOTE)
Dean of Graduate Studies
Dean of Undergraduate Education

EX-OFFICIO (WITHOUT VOTE)
Director of Financial Aid
Director of Endowment Services and Compliance
Director of the Office of International Education

SPECIAL REQUIREMENTS:
7 members from among the Associate Deans for Undergraduate Education, or heads of graduate programs in the 7 schools
2-year terms, staggered

RESPONSIBLE UNIVERSITY OFFICIAL
Associate Provost responsible for Student Affairs

MEMBERS WHOSE TERMS ARE CONTINUING
Douglas Eckel (M) (8/31/2011)
John Hoffman (N) (8/31/2011)
Simeon Ntafos (EC) (8/31/2011)

MEMBERS WHOSE TERMS ARE EXPIRING
Shelley Lane (A) (8/31/2010)
Liz Salter (I) (8/31/2010)
Robert Stillman (B) (8/31/2010)

REPLACEMENTS NEEDED
Shelley Lane (A) (8/31/2012)
Liz Salter (I) (8/31/2012)
Margaret Owen (B) (8/31/2012)

CHAIR: Douglas Eckel (M)
VICE CHAIR: Shelley Lane (A)
EX-OFFICIO (WITHOUT VOTE)
Dean of Libraries
Library General Administration (one member)

RESPONSIBLE UNIVERSITY OFFICIAL
Dean of Libraries

MEMBERS WHOSE TERMS ARE CONTINUING
Susan Chizeck (I) (8/31/2011)
Yuri Gartstein (N) (8/31/2011)
Warren Goux (N) (8/31/2011)
Charles Hatfield (A) (8/31/2011)
Pamela Rollins (B) (8/31/2011)
John Santrock (B) (8/31/2011)
Michael Tiefelsdorf (EP) (8/31/2011)

MEMBERS WHOSE TERMS ARE EXPIRING

FACULTY:
J. Michael Farmer (A) (8/31/2010)
Suresh Radhakrishnan (M) (8/31/2010)
Titu Andreescu (N) (8/31/2010)
Nasser Kehtarnavaz (EC) (8/31/2010)
Natalie Ring (A) (8/31/2010)
Jane Salk (M) (8/31/2010)

STUDENTS:
Jordan Hersch (UG) (8/31/2010)
Senthil Rajendran (G) (8/31/2010)

CHAIR: J. Michael Farmer (A)
VICE CHAIR: Suresh Radhakrishnan (M)

SPECIAL REQUIREMENTS:
16 voting members
2 Students, including one undergraduate and one graduate student
7 faculty – one from each School
7 Members, one from each school’s Library Acquisition Committee nominated by School Deans

2-year terms, staggered

REPLACEMENTS NEEDED

RICHARD GOLDEN (B) (8/31/2012)
SUKESH RADHAKRISHNAN (M) (8/31/2012)
PANKAJ CHOUDHARY (N) (8/31/2012)
KAMRAN KIASALEH (EC) (8/31/2012)
PAT MICHAELSON (A) (8/31/2012)
SURYA JANAKIRAMAN (M) (8/31/2012)
DONGGYU SUL (EP) (8/31/2012)

(UG) (8/31/2011)
(G) (8/31/2011)

RICHARD GOLDEN (B)
KAMRAN KIASALEH (EC)
## 2010-2011
### COMMITTEE NAME: ACADEMIC PROGRAM REVIEW

**Charge:** Policy Memorandum 94-III.24-63

**University-Wide Committee**

<table>
<thead>
<tr>
<th>EX-OFFICIO</th>
<th>SPECIAL REQUIREMENTS:</th>
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<tbody>
<tr>
<td></td>
<td>3 Faculty members</td>
</tr>
<tr>
<td></td>
<td>3 Deans</td>
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<td></td>
<td>3-year terms, staggered</td>
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</tbody>
</table>

### RESPONSIBLE UNIVERSITY OFFICIAL

Executive Vice President and Provost

### MEMBERS WHOSE TERMS ARE CONTINUING

**FACULTY:**

Andrea Fumagalli (EC) (8/31/2012)

**DEANS:**

Hasan Pirkul (Dean, M) (8/31/2012)
Mark Spong (Dean, EC) (8/31/2011)

### MEMBERS WHOSE TERMS ARE EXPIRING

**FACULTY:**

Gregg Dieckmann (N) (8/31/2010)

Robert Stillman (B) (8/31/2010)

**DEANS:**

Myron Salamon (Dean, N) (8/31/2010)

### REPLACEMENTS NEEDED

**FACULTY:**

- XINCHOU LOU (N) (8/31/2013)
- ROSS ROESER (B) (8/31/2013)

**DEANS:**

- JAMES MARQUART (EP) (8/31/2013)

**CHAIR:** Gregg Dieckmann (N)

**VICE CHAIR:** Andrea Fumagalli (EC)

**XINCHOU LOU (N)**

### S-14
**COMMITTEE NAME:** ACADEMIC CALENDAR COMMITTEE

**Charge:** Policy Memorandum 02-I.2-85

**EX-OFFICIO**

<table>
<thead>
<tr>
<th>UNIVERSITY REGISTRAR AND DIRECTOR OF ACADEMIC RECORDS (WITH VOTE)</th>
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</thead>
</table>

**SPECIAL REQUIREMENTS:**

| 10 Voting Members |
| 1 University Registrar and Director of Academic Records (w/vote) |
| 2 Administration |
| 3 Faculty |
| 2 Student Government |
| 2 Staff |

All but Registrar appointed annually

**RESPONSIBLE UNIVERSITY OFFICIAL**

Executive Vice President & Provost

**MEMBERS WHOSE TERMS ARE EXPIRING**

**FACULTY:**

- Austin Cunningham (N) (8/31/2010)
- Andras Farago (EC) (8/31/2010)
- Sheila Amin Gutierrez de Piñeres (8/31/2010)

**ADMINISTRATION:**

- John Wiorkowski (N) (8/31/2010)
- Douglas Eckel (M) (8/31/2010)

**STUDENTS:**

- Lye Ching Wong (UG) (8/31/2010)
- Rick Loeza (UG) (8/31/2010)

**STAFF:**

- Caroline Crossley (8/31/2010)
- Vacant (8/31/2010)

**CHAIR:** John Wiorkowski (N)

**VICE CHAIR:** Douglas Eckel (M)

**REPLACEMENTS NEEDED**

<table>
<thead>
<tr>
<th>GANESH JANAKIRAMAN (M)</th>
<th>(8/31/2011)</th>
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<tbody>
<tr>
<td>ANDRAS FARAGO (EC)</td>
<td>(8/31/2011)</td>
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<tr>
<td>PAUL BATTAGLIO (EP)</td>
<td>(8/31/2011)</td>
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<tr>
<td>JOHN WIORKOWSKI (N)</td>
<td>(8/31/2011)</td>
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<td>SHEILA AMIN GUTIERREZ DE PIÑERES (EP)</td>
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<td>(8/31/2011)</td>
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| JOHN WIORKOWSKI (N)    |
| ANDRAS FARAGO (EC)    |
2010-2011

COMMITTEE NAME: CAMPUS FACILITIES COMMITTEE

Charge: Policy Memorandum 81-I.2-42 University-Wide Committee

EX-OFFICIO (without vote)

- Dean of Graduate Studies
- Vice President, chief Information Officer
- Associate Vice President for Facilities Management
- Exec. Director of Strategic Planning & Analysis
- Exec. Vice President and Provost
- Staff Council Member

SPECIAL REQUIREMENTS:

- No fewer than 10 voting members
- Dean of Graduate Studies
- 4 Faculty
- 2 Deans
- 1 Student
- 1 Representative from Student Affairs
- 1 Off-campus Representative
- 1 Library staff

LIBRARY REPRESENTATIVE (with vote)

3-year terms, staggered

RESPONSIBLE UNIVERSITY OFFICIAL

Vice President for Business Affairs

MEMBERS WHOSE TERMS ARE CONTINUING

FACULTY

- John Ferguson (NSM) (8/31/2012)
- Tom Campbell (CD) (8/31/2012)
- Hasan Pirkul (SOM & Dean) (8/31/2012)

OFF-CAMPUS REPRESENTATIVE

- Patti Henry-Pinch (8/31/2011)

MEMBERS WHOSE TERMS ARE EXPIRING

FACULTY

- Thomas Linehan (A&H) (8/31/2010)
- Murray Leaf (EPPS) (8/31/2010)
- Mark Spong (ECS & Dean) (8/31/2010)

STUDENT AFFAIRS STAFF (EX-OFFICIO)

- Donna Rogers (8/31/2010)

STAFF COUNCIL (EX-OFFICIO)

- Daniel Calhoun (8/31/2010)

STUDENT

- Caleb Brackens (UG) (8/31/2010)

REPLACEMENTS NEEDED

- THERESA TOWNER (A) (8/31/13)
- MURRAY LEAF (EP) (8/31/13)
- MARK SPONG (ECS & DEAN) (8/31/13)

(8/31/2010)

(8/31/2013)

(8/31/2011)
COMMITTEE NAME: Commencement Committee

Charge: Policy Memorandum 83-I.2-44 University-Wide Committee

EX-OFFICIO (without vote)

Assistant Vice President for Student Affairs and Dean of Students
Director of University Events
Speaker of the Faculty (Vice Chair)
Dean of Graduate Studies
Dean of Undergraduate Education
Chief of Police
Associate Vice President for Facilities Management
Bookstore Manager
Coordinator of Student Health Services
Representative from Media Services
Representative from Alumni Services
University Registrar & Director of Academic Records
Special Events Coordinator

SPECIAL REQUIREMENTS:

2 Faculty
2 Student representatives (including the President of the Student Body)

3-year terms

RESPONSIBLE UNIVERSITY OFFICIAL

Executive Vice President and Provost

MEMBERS WHOSE TERMS ARE CONTINUING

FACULTY:
Kathryn Evans (A&H) (8/31/2011)

MEMBERS WHOSE TERMS ARE EXPIRING

FACULTY:
Fang Qui (EP) (8/31/2010)

STUDENTS:
Diana Kao, SG President (8/31/2010)
Haroon Hashmi (UG) (8/31/2010)

REPLACEMENTS NEEDED

DOUG KIEL (EP) (8/31/2013)

Grace Bielawski, SG President (8/31/2011)

Chair: Judy Hensley, Director of University Events
Vice Chair: Murray Leaf

JUDY BARNES, DIRECTOR OF UNIVERSITY EVENTS
MURRAY LEAF
COMMITTEE NAME: COMMITTEE ON PARKING AND TRANSPORTATION
Charge: Policy Memorandum 78-I.2-15

2010-2011

EX-OFFICIO (without vote)
Chief of Police
Associate Vice President for Facilities Management or designee
Safety Officer
Director of Disability Services
Parking and Transportation Manager
Assoc. VP for Budget and Resource Planning

SPECIAL REQUIREMENTS:
6 voting members
2 Faculty
1 Staff
2 Students
1 Staff Council
2-year terms

RESPONSIBLE UNIVERSITY OFFICIAL & CHAIR
Vice President for Business Affairs

MEMBERS WHOSE TERMS ARE CONTINUING

FACULTY:
Thomas Brunell (EPPS) (8/31/2011)

STAFF:
Kent Mecklenburg (8/31/2011)

MEMBERS WHOSE TERMS ARE EXPIRING

FACULTY:
Mihaela Iovu (NSM) (8/31/2010)

STAFF COUNCIL:
Tysh Coleman (8/31/2010)

STUDENTS:
Steven Rosson (UG) (8/31/2010)
Samia Hossain (UG) (8/31/2010)

REPLACEMENTS NEEDED

JOHN WIORKOWSKI (8/31/2012)

(8/31/2012)

(8/31/2011)

(8/31/2011)
2010-2011

COMMITTEE NAME: COMMITTEE ON RESEARCH INVOLVING HUMAN SUBJECTS

Charge: Policy Memorandum 79-I.2-31
University-Wide Committee

EX-OFFICIO (WITH VOTE)
Vice President for Research

SPECIAL REQUIREMENTS
No fewer than nine (9) members
1 off-campus representative
Male and female members and
variety of professions
1 member whose primary expertise is in a
non-scientific area
(See charge for more requirements)
2-year terms

RESPONSIBLE UNIVERSITY OFFICIAL
Vice President for Research

MEMBERS WHOSE TERMS ARE CONTINUING

Faculty:
John Burr (NSM) (8/31/2011)
Rachel Croson (EPPS) (8/31/2011)
Bart Rypma (BBS) (8/31/2011)

Denise Boots (EPPS) (8/31/2011)

MEMBERS WHOSE TERMS ARE EXPIRING

Faculty:
Aage Moller (BBS) (8/31/2011)
Jay Dowling (BBS) (8/31/2010)
William Katz (BBS) (8/31/2010)
Yu Wang (M) (8/31/2010)

Aage Moller (BBS) (8/31/2012)
Jay Dowling (BBS) (8/31/2012)
William Katz (BBS) (8/31/2012)
Ernan Haruvy (M) (8/31/2012)

Non-UTD Representatives
Randel Boss (8/31/2010)
Judge Daniel Curran (8/31/2010)

(8/31/2012)

Student
Chanel Matney (UG) (8/31/2010)

(8/31/2012)

Staff
James Cannici (8/31/2010)
Susie Milligan (8/31/2010)
Sanaz Okhovat (8/31/2010)
Kerry Tate (8/31/2010)

(8/31/2012)

Chair: Aage Moller (BBS)

Aage Moller (BBS)

Vice Chair: John Burr (NSM)

John Burr (NSM)
2010-2011

**COMMITTEE NAME:** COMMITTEE FOR THE SUPPORT OF DIVERSITY AND EQUITY

**Charge:** Policy Memorandum 97-I.2-81

University-Wide Committee

**EX OFFICIO**

**RESPONSIBLE UNIVERSITY OFFICIAL**
Vice President for Diversity and Community Engagement

**SPECIAL REQUIREMENTS**

11 Faculty members (from each of the seven Schools
3 Academic Administrators
8 Staff members
2-year terms

**MEMBERS WHOSE TERMS ARE CONTINUING**

**ACADEMIC ADMINISTRATION**
Abby Kratz (8/31/2011)
Sherry Marek (8/31/2011)
Diana Willis (8/31/2011)

**STAFF**
Dani Cordova (8/31/2011)
Vacant (8/31/2011)
Andrea Wagner (8/31/2011)

**FACULTY**
Sean Cotter (A&H) (8/31/2011)
Dave Edmunds (A&H) (8/31/2011)
David Ford (SOM) (8/31/2011)
Candice Mills (BBS) (8/31/2011)
Kathy Stecke (SOM) (8/31/2011)
Doug Dow (EPPS) (8/31/2011)
Rym Wenkstern (ECS) (8/31/2011)

**STAFF**
PETER PARK (A&H) (8/31/2011)

**MEMBERS WHOSE TERMS ARE EXPIRING**

**FACULTY**
Nathan Berg (EPPS) (8/31/2010)
Gail Breen (NSM) (8/31/2010)
Margaret Owen (BBS) (8/31/2010)
Erin Smith (IS) (8/31/2010)

**STAFF**
Arthur Gregg (8/31/2010)
Jacqueline Long (8/31/2010)
Alex Nester (8/31/2010)
Yolande Porter (8/31/2010)
Vivian Rutledge (8/31/2010)

**REPLACEMENTS NEEDED**

**FACULTY**
TOMISLAV KOVANDZIC (EPPS) (8/31/2012)
LI ZHANG (NSM) (8/31/2012)
MARGARET OWEN (BBS) (8/31/2012)
KAREN PRAGER (IS) (8/31/2012)

**STAFF**
DOUGLAS DOW (EPPS)
PETER PARK (A&H)
2010-2011

COMMITTEE NAME: INFORMATION RESOURCES SECURITY, PLANNING, AND POLICY COMMITTEE

Charge: Policy Memorandum 03-I.2-88 University-Wide Committee

EX OFFICIO (WITH VOTE)
Chief Information Security Officer

RESPONSIBLE UNIVERSITY OFFICIAL
Vice President, Chief Information Officer

MEMBERS WHOSE TERMS ARE CONTINUING

FACULTY
XinChou Lou (NSM) (8/31/2011)
Monica Evans (A&H) (8/31/2011)
Jim Murdoch (EPPS) (8/31/2011)
Young Ryu (SOM) (8/31/2011)
Myron Salamon (NSM & Dean) (8/31/2011)

STAFF COUNCIL
Arturo Elizondo (8/31/2011)

MEMBERS WHOSE TERMS ARE EXPIRING

FACULTY
Balaji Raghavachari (ECS) (8/31/2010)
Mark Spong (ECS & Dean) (8/31/2010)

STAFF
Rhonda Blackburn (Academic Affairs) (8/31/2010)
Rene Herrera (Audit & Compliance) (8/31/2010)
Wanda Mitzutowicz (Business Affairs) (8/31/2010)
Sanaz Okhovat (Research Compliance) (8/31/2010)

SPECIAL REQUIREMENTS
13 Voting Members
(7 tenure-track faculty w/2 at position of Dean or above)
1 Staff – Audit and Compliance
1 Staff – Academic Affairs
1 Staff Council
1 Staff – Office of VP for Research
1 Staff Business Affairs

REPLACEMENTS NEEDED

FACULTY
Latifur Khan (ECS) (8/31/2012)

STAFF
Patrick Brandt (EPPS) (8/31/2012)

Chair: Jim Murdoch (EPPS)
Vice Chair: Balaji Raghavachari (ECS)

Young Ryu (SOM)
Patrick Brandt (EPPS)
2010-2011

COMMITTEE NAME: INSTITUTIONAL ANIMAL CARE AND USE COMMITTEE
Charge: Policy Memorandum 79-I.2-30 University-Wide Committee

EX-OFFICIO (WITH VOTE)
Vice President for Research

RESPONSIBLE UNIVERSITY OFFICIAL
Vice President for Research

SPECIAL REQUIREMENTS
No fewer than 6 (six) members
1 Member a Doctor of Veterinary Medicine
1 Community representative
1 Must be a practicing scientist experienced in research involving animals
1 Must be a person whose primary concerns are in a non-scientific area
3-year terms

MEMBERS WHOSE TERMS ARE CONTINUING

FACULTY
Juan Gonzalez (NSM) (8/31/2011)
Lucien Thompson (BBS) (8/31/2012)
Gail Breen (NSM) (8/31/2011)
Christa McIntyre Rodriguez (BBS) (8/31/2012)
Leonidas Bleris (ECS) (8/31/2012)
Larry Zacharias, Chief, UTD Policy (8/31/2012)

NON-UTD REPRESENTATIVES
Tony Myers (8/31/2011)*
Egeene Q. Daniels (8/31/2011)*
(*not approved by the Senate)

Chair: Juan Gonzalez (NSM) (8/31/2011)
Vice Chair: Lucien Thompson (BBS) (8/31/2012)
2010-2011

**COMMITTEE NAME:** INSTITUTIONAL BIOSAFETY COMMITTEE

Charge: Policy Memorandum 79-I.2-27

University-Wide Committee

**EX-OFFICIO**

Vice President for Research
Environmental Health & Safety Director
Biosafety Officer

**SPECIAL REQUIREMENTS**

No fewer than five members
2 (at least, and not less than 20% of membership) shall not be affiliated with the University

3-year terms
Chair – 2-year term and a member of the University Safety Council

**RESPONSIBLE UNIVERSITY OFFICIAL**

Vice President for Business Affairs

**MEMBERS WHOSE TERMS ARE CONTINUING**

*Faculty*

Betty Pace (NSM) (8/31/2011)
Steven Levene (NSM) (8/31/2012)
Marco Atzori (BBS) (8/31/2012)
Jeff De Jong (NSM) (8/31/2011)

*Non-UTD Members*

Steve Dossett (8/31/2011)
Nancy Viamonte (8/31/2011)

**MEMBERS WHOSE TERMS ARE EXPIRING**

Stephen Spiro (NSM) (8/31/2010)
Li Zhang (NSM) (8/31/2010)

**REPLACEMENTS NEEDED**

Santosh D’Mello (NSM) (8/31/2013)
Paul Pantano (NSM) (8/31/2013)

**Chair:** Betty Pace (NSM) (8/31/2011)

**Vice Chair:** Steven Levene (NSM) (8/31/2012)

Steven Levene (NSM)
Marco Atzori (BBS)
2010-2011

COMMITTEE NAME: INTELLECTUAL PROPERTY ADVISORY COMMITTEE
Charge: Policy Memorandum 79-III.27-36
University-Wide Committee

EX-OFFICIO (WITH VOTE)
Dean of Graduate Studies

Vice President for Business Affairs
Associate Vice President for Technology Commercialization

RESPONSIBLE UNIVERSITY OFFICIAL
Vice President for Research

MEMBERS WHOSE TERMS ARE CONTINUING
Yves Chabal (ECS) (8/31/2011)
John Ferraris (NSM) (8/31/2011)
Dan Griffith (EPPS) (8/31/2011)
Michelle Rebello (SOM) (8/31/2011)
Yves Chabal (ECS) (8/31/2011)
John Ferraris (NSM)

MEMBERS WHOSE TERMS ARE EXPIRING
Facult:
John Fonseka (ECS) (8/31/2010)
Laurence Cauller (BBS) (8/31/2010)
Anvar Zakhidov (NSM) (8/31/2010)

STAFF
Rochelle Pena (8/31/2010)

NON-UTD REPRESENTATIVES
Daniel Chalker (8/31/2010)
Edwin Flores (8/31/2010)
Rob Miles (8/31/2010)

Chair: John Fonseka (ECS) (8/31/2010)
Vice Chair: Yves Chabal (ECS) (8/31/2011)

SPECIAL REQUIREMENTS
7 Voting members from among the voting faculty to provide broad representation of faculty research interests in the university. One voting member form the faculty will be Chair, one will be Vice Chair.

The President, at his or her discretion, may appoint up to three non-voting non-UT Dallas members to advise the voting members

2-year terms, staggered

REPLACEMENTS NEEDED

STAN LIEBOWITZ (SOM) (8/31/2011)
BILL FRENSLEY (ECS) (08/31/2012)
ROB RENNAKER (BBS) (8/31/2012)
THOMAS LINEHAN (A&H) (8/31/2012)

(8/31/2012)

(8/31/2012)

(8/31/2012)

(8/31/2012)

YVES CHABAL (ECS)

JOHN FERRARIS (NSM)
2010-2011

**COMMITTEE NAME:** RADIATION SAFETY COMMITTEE

Charge: Policy Memorandum 92-I.3-55   University-Wide Committee

**EX-OFFICIO (without vote)**
University Environmental Health and Safety Director
Vice President for Research

**SPECIAL REQUIREMENTS**
At least three faculty members
Radiation Safety Officer (Chair)
3-year terms

**STAFF**
Radiation Safety Officer, **Chair**

**RESPONSIBLE UNIVERSITY OFFICIAL**
Vice President for Business Affairs

**MEMBERS WHOSE TERMS ARE CONTINUING**
Stephen Levene (NSM) (8/31/2011)
John Sibert (NSM) (8/31/2011)

**MEMBERS WHOSE TERMS ARE EXPIRING**
Ervin Fenyes (NSM) (8/31/2010)

**REPLACEMENTS NEEDED**
Stephen Spiro (NSM) (8/31/2013)

**CHAIR:** Kathy White, Radiation Safety Officer and University Safety Officer

**VICE CHAIR:** Ervin Fenyes (NSM)
2010-2011

COMMITTEE NAME: UNIVERSITY SAFETY AND SECURITY COUNCIL
Charge: Policy Memorandum 92-I.3-55     University-Wide Committee

EX-OFFICIO
Chief of Police
Assistant Vice President for Student Affairs
and Dean of Students
Associate Vice President for Facilities Management
University Environmental Health and Safety Officer
Emergency Management Coordinator

RESPONSIBLE UNIVERSITY OFFICIAL
Vice President for Business Affairs

MEMBERS WHOSE TERMS ARE CONTINUING

FACULTY
Lee Bulla (NSM) (8/31/2011)
Lynne Vieraitis (EPPS) (8/31/2011) – Bruce Jacobs (8/31/2012)
Eric Vogel (ECS) (8/31/2011)

STAFF COUNCIL
Lynne Boyer (8/31/2011)

MEMBERS WHOSE TERMS ARE EXPIRING

FACULTY
Lawrence Overzet (ECS) (8/31/2010)

STAFF
Sandra Mitchell (8/31/2010)
Ricky Robinson (8/31/2010)
Vivian Rutledge (8/31/2010)
Kerry Tate (8/31/2010)
Steve Walters (8/31/2010)

STUDENTS
Abhimany Singh (UG) (8/31/2010)
Alexis Harper (G) (8/31/2010)

Chair: Lawrence Overzet (ECS)
Vice Chair: Sandra Mitchell

SPECIAL REQUIREMENTS
4 members from faculty
6 members from staff
1 Callier Center physical plant
1 Worker’s Comp. Ins. Rep. from the Office of Environmental Health & Safety
1 Science Laboratories
1 ADA Compliance Officer
1 Student Life (Disability Services)
1 Staff Council

Chairs of the Following Committees:
Campus Facilities
Institutional Biosafety
Parking and Security
Radiation Safety

2 students – 1 Undergraduate; 1 Graduate
Chair – Faculty Member

REPLACEMENTS NEEDED

Robert Wallace (ECS) (8/31/2012)

Vice Chair – Staff Member
2-year terms, staggered

Wallace Martin

Dennis Miller

Wallace Martin
2010-2011

COMMITTEE NAME: STUDENT FEE ADVISORY COMMITTEE
Charge: Policy Memorandum 90-III.21-51 University-Wide Committee

EX-OFFICIO (WITHOUT VOTE)
Assistant Vice President for Student Affairs and Student Affairs
Assistant Vice President for Student Affairs
Associate Vice President for Budget and Resource Planning

SPECIAL REQUIREMENTS
9 Voting Members
Including:
5 Students
  (3 with two-year terms; 2 with one-year term)
2 Faculty
2 Staff
  2-year terms
  Committee elects Chair

RESPONSIBLE UNIVERSITY OFFICIAL
Vice President for Student Affairs

MEMBERS WHOSE TERMS ARE CONTINUING
STAFF
Amanda Smith (8/31/2011)

MEMBERS WHOSE TERMS ARE EXPIRING
FACULTY
Simeon Ntafos (ECS) (8/31/2010)
Laurie Ziegler (SOM) (8/31/2010)

STAFF
Elizabeth Ramirez (8/31/2010)

REPLACEMENTS NEEDED
FACULTY
MARK ROSEN (A&H) (8/31/2012)
FRANK ANDERSON (SOM) (8/31/2012)

STAFF

STUDENTS
Diana Kao (UG) (8/31/2010)
Remsen Jennings (UG) (8/31/2010)
Cody Eilrich (UG) (8/31/2010)
Steven Rosson (UG) (8/31/2010)
Rachel Stratton (UG) (8/31/2010)

STUDENTS

(8/31/2011)
**2010-2011**

**COMMITTEE NAME:** UNIVERSITY RESEARCH INTEGRITY COMMITTEE  
Charge: Policy Memorandum 95-III.21-67  University-Wide Committee

**EX-OFFICIO (WITH VOTE)**  
Dean of Graduate Studies  
Vice President for Research, **Chair**

**RESPONSIBLE UNIVERSITY OFFICIAL**  
Executive Vice President and Provost

**SPECIAL REQUIREMENTS**  
8 tenured faculty at rank of full professor  
Each school, except for Interdisciplinary Studies, should be represented  
3-year terms

**MEMBERS WHOSE TERMS ARE CONTINUING**  
Marianne Stewart (EPPS) (8/31/2011)  
Charles Bambach (A&H) (8/31/2011)  
Vijay Mookerjee (SOM) (8/31/2012)  
Bart Rypma (BBS) (8/31/2011)  
Barry Seldon (EPPS) (8/31/2012)  
Dean Sherry (NSM) (8/31/2012)  
GREGG DIECKMANN (NSM) (8/31/2011)

**MEMBERS WHOSE TERMS ARE EXPIRING**  
Robert Serfling (NSM) (8/31/2010)  
Lakshman Tamil (ECS) (8/31/2010)  
HAROLD CLARKE (EPPS) (8/31/2013)  
LAKSHMAN TAMIL (ECS) (8/31/2013)

**Chair:** Bruce Gnade (VP for Research)  
**Vice Chair:** Marianne Stewart (EPPS)

**REPLACEMENTS NEEDED**  
BRUCE GNADE (VP FOR RESEARCH)
2010-2011

COMMITTEE NAME: AUXILIARY SERVICES ADVISORY COMMITTEE

Charge: Policy Memorandum 96-I.2-71 University-Wide Committee

EX-OFFICIO (without vote)

Assistant Vice President for Student Affairs and Dean of Students
Auxiliary Services Manager
Director of Food Services
Director of Student Union
UTD Bookstore Manager

SPECIAL REQUIREMENTS:

7 Voting members
3 From faculty and staff
4 Students
1-year term

RESPONSIBLE UNIVERSITY OFFICIAL

Assistant Vice President for Procurement Management

MEMBERS WHOSE TERMS ARE EXPIRING

FACULTY:
Sheila Amin Gutierrez de Piñeres (EPPS) (8/31/2010)
Susan Briante (A&H) (8/31/2010)

STAFF:
Patrice Holt (8/31/2010)

STUDENTS:
Farhan Charania (UG) (8/31/2010)
Brent Ford (UG) (8/31/2010)
Remsen Jennings (UG) (8/31/2010)
Brittany Sharkey (UG) (8/31/2010)

REPLACEMENTS NEEDED

JENNIFER HOLMES (EPPS) (8/31/2011)
JONATHAN FROME (A&H) (8/31/2011)

CHAIR: Pete Bond (Asst. VP for Procurement Mgt.)

VICE CHAIR: Sheila Amin Gutierrez de Piñeres (EPPS)
2010-2011

**COMMITTEE NAME:** CAMPUS WELLNESS COMMITTEE

Charge: Policy Memorandum 09-I.2-99    University-Wide Committee

**MEMBERS WHOSE TERMS ARE CONTINUING**

**FACULTY:**
Shayla Holub (B) (8/31/2011)
Michael Baron (N) (8/31/2011)

**STAFF:**
Vivian Rutledge (8/31/2011)
Roxanne Minnish (8/31/2011)

**SPECIAL REQUIREMENTS:**
NO FEWER THAN 9 MEMBERS
3 Faculty
3 Staff
3 Students

**MEMBERS WHOSE TERMS ARE EXPIRING**

**FACULTY:**
Erich Schlereth (A) (8/31/2010)

**STAFF:**
Danielle Derbes (8/31/2010)

**STUDENTS:**
Ryan E. Campbell (8/31/2010)
Zach Fichtenbaum (8/31/2010)
Sara Mahmood (8/31/2010)

**REPLACEMENTS NEEDED**

ERIC SCHLERETH (A&H) (8/31/2012)

**COORDINATOR:**
Carrie Chutes, Vivian Rutledge

**VICE CHAIR:**

U-16
Proposed Academic Certificate Program
Title: Lean Six Sigma for Healthcare Management Yellow Belt Certificate
School: School of Management

Contact:
Kannan Ramanathan
kannan.ramanathan@utdallas.edu
(972) 883-5953

Implementation Date:
Summer 2010

Introduction/Description:
The School of Management is offering a graduate course titled Quality Improvement in Healthcare under the umbrella of “HMGT 6329 – Special Topics in Healthcare”. The curriculum of this course covers the Lean Six Sigma framework for quality improvement.

Typical industry practice is to recognize students’ completion of Lean Six Sigma training by awarding, successively, a Yellow Belt, Green Belt, Black Belt and Master Black Belt certificates. A student completing the coursework in Lean Six Sigma receives a ‘Yellow Belt’ Certificate. The next step in Lean Six Sigma education is the Green Belt. A Green Belt Certificate is awarded to students who, after receiving a Yellow Belt, go on to work on a project in a real work environment and complete project requirements under the guidance of a Lean Six Sigma mentor. A third level after the Green Belt is the Black Belt Certificate and finally the Master Black Belt Certificate. The Black Belt and Master Black Belt levels focus more on instruction of Lean Six Sigma, management of projects and other administrative functions.

Presently, the Center for Intelligent Supply Networks (C4iSN) at the School of Management, UTD, offers Lean Six Sigma certificates at the Yellow Belt, Green Belt, Brown Belt, and Black Belt levels. However there is no course directed specifically at Lean Six Sigma for Quality Improvement in Healthcare.

This proposal is to recommend that students completing the set of courses listed below be awarded a Yellow Belt Certificate in Lean Six Sigma for Quality Improvement in Healthcare.

Academic Focus of the Certificate:
Lean Six Sigma is a framework used in improving quality by focusing on re-engineering the processes involved in delivering a product or service. Six Sigma was introduced in the mid 1980s to improve manufacturing processes. Lean concepts have evolved over many decades and complement Six Sigma principles. Current popular practice is to combine teachings from Lean and Six Sigma and offer courses under the joint rubric of Lean Six Sigma. Lean Six Sigma has become popular not only in manufacturing, but
also in the service sector. Increasingly it is being applied to improve the quality of healthcare processes.

In response to this growing interest, the Masters in Healthcare Management program in the School of Management is offering a quality improvement program targeting the healthcare industry. The curriculum includes concepts in Lean Six Sigma tailored to specific requirements of healthcare.

Job Market for the Certificate:
The Masters in Healthcare Management was introduced only recently in 2008. However, we already have about 150 students registered for various healthcare courses, thereby supporting the notion that Healthcare is a popular topic for academic study. The current national debate in Healthcare also points to a strong need for professionals qualified in healthcare quality.

Looking for job postings in healthcare quality improvement on several job-search sites turned up a number of ‘hits’ as summarized below.

<table>
<thead>
<tr>
<th>Search Engine</th>
<th>Search Date</th>
<th>Zip Code</th>
<th>Search Radius</th>
<th>Search Terms</th>
<th>Number of Hits</th>
</tr>
</thead>
<tbody>
<tr>
<td>Monster.com</td>
<td>4/6/2010</td>
<td>75080</td>
<td>20 miles</td>
<td>Healthcare, yellow belt</td>
<td>4</td>
</tr>
<tr>
<td>Monster.com</td>
<td>4/8/2010</td>
<td>n/a</td>
<td>n/a</td>
<td>Healthcare quality improvement, Dallas, TX</td>
<td>53</td>
</tr>
<tr>
<td>Careerbuilder.com</td>
<td>4/8/2010</td>
<td>75080</td>
<td>30</td>
<td>Quality Improvement healthcare</td>
<td>95</td>
</tr>
<tr>
<td>Yahoojob.com</td>
<td>4/8/2010</td>
<td>Dallas</td>
<td>n/a</td>
<td>Quality Improvement healthcare</td>
<td>123</td>
</tr>
<tr>
<td>Indeed.com</td>
<td>4/8/2010</td>
<td>Dallas</td>
<td>n/a</td>
<td>Healthcare quality improvement</td>
<td>96</td>
</tr>
<tr>
<td>Simplyhired.com</td>
<td>4/8/2010</td>
<td>Dallas</td>
<td>n/a</td>
<td>Quality Improvement healthcare</td>
<td>65</td>
</tr>
</tbody>
</table>

Admission Policy:
Students doing their MS in Healthcare Management and already enrolled in the Quality Improvement for Healthcare course will be automatically enrolled in the Yellow Belt Certificate program. Non-degree seeking students will not be eligible for the Yellow Belt Certificate. For the award of the Certificate, students must satisfactorily complete and pass with a grade of B or better the four required courses in the curriculum plan along with any unmet course pre-requisites. As all courses required for the Certificate are already being offered by the School of Management, changes to the School of Management curriculum are not necessary.
Organizational Arrangement:
The proposed certificate program will be managed by the Area of HealthCare within the School of Management.

Credit Hours and Degree Programs:
The Certificate requires students to successfully complete four courses for a total of 12 SCH.

Course Offerings and Site Locations (note new courses with an asterisk):
Each of the four courses required for the proposed Certificate program is a three credit-hour course. These courses are already being offered by the university at the Richardson Campus.

Course and (Faculty Member)
1. HMGT 6320 – The American Healthcare System (Forney Fleming III)
2. HMGT 6321 – Strategic Management of Healthcare Organizations (Kannan Ramanathan)
3. HMGT 6323 – Healthcare Informatics in Healthcare (Indranil R. Bardhan)
4. HMGT 6332 – Quality Improvement in Healthcare – Six Sigma & Beyond (Kannan Ramanathan)

HMGT 6320 The American Healthcare System (3 semester hours). Examines the structure, financing and operation of the US healthcare industry. It analyzes how priorities are established, how services are organized and delivered, factors that influence the cost, quality and availability of healthcare, and opposing positions on the future of healthcare reform. This course serves as an introduction for healthcare majors.

HMGT 6321 Strategic Management of Healthcare Organizations (3 semester hours) Explores how healthcare organizations can create sustainable competitive advantage in a volatile, reimbursement driven industry. Topics include external and internal environmental analysis, strategy formulation, organizational design and control and the impact of mergers and alliances on industry performance. Healthcare case studies are used to illustrate key concepts.

HMGT 6323 (MIS 6317) Healthcare Informatics (3 semester hours) Examines the unique challenges of providing timely, complete, accurate and reliable information in the healthcare industry, focusing on the role of data management and information technology in improving healthcare delivery.

HMGT 6329 Quality Improvement in Healthcare: Lean Six Sigma and Beyond. (3 semester hours) Explores process engineering concepts in the context of healthcare. Topics include Lean and the Six Sigma DMAIC framework. The focus is on the healthcare industry and how the clinical aspects of healthcare can be improved through Lean and Six Sigma.
Once a student has completed and earned a grade of B or better in each of the above set of courses, he/she will be eligible for the award of the Yellow Belt Certificate. These courses may be taken in any order.
Program/Unit Identification

<table>
<thead>
<tr>
<th>Program or Unit Name</th>
<th>SOM</th>
</tr>
</thead>
<tbody>
<tr>
<td>Yellow Belt Certificate in Healthcare Quality Improvement</td>
<td>School or University Division</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Program or Unit Director</th>
<th>Supervising Assistant Dean</th>
</tr>
</thead>
<tbody>
<tr>
<td>Dr. Forney Fleming III/ Kannan Ramanathan</td>
<td>Doug Eckel</td>
</tr>
</tbody>
</table>

Program or Unit Purpose or Mission Statement

The mission of the Yellow Belt Certificate in Healthcare Quality Improvement is to help students to understand the application of the Lean and Six Sigma process engineering frameworks to improving healthcare quality. The program will explore concepts and tools from both Lean and Six Sigma frameworks. Students will gain an appreciation of the nuances of healthcare and the challenges in applying quality improvement methodologies.

Learning Student Outcomes

Student learning outcomes assessment is defined as the ongoing monitoring of the extent to which students are developing the knowledge, skills, beliefs, and attitudes that are appropriate for graduates of the respective academic programs.
**Student Learning Outcome (SLO #1)**

Students will be able to analyze healthcare process and re-engineer it

### Assessment Measures, Criteria for Success, and Time Table

<table>
<thead>
<tr>
<th>#</th>
<th>Measure</th>
<th>Criteria: What Constitutes Success (Target)</th>
<th>Timeframe / Time Table</th>
<th>Findings or Results</th>
<th>“Closing the Loop”/ Action Plan</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>Student learning will be assessed using multiple choice questions on lean concepts and lean tools – HMGT 6321</td>
<td>students will achieve 85% from the test</td>
<td>Data are collected every semester the courses are offered.</td>
<td></td>
<td></td>
</tr>
<tr>
<td>2</td>
<td>Student learning will be assessed using multiple choice questions on six sigma concepts and six sigma tools – HMGT 6332</td>
<td>students will achieve 85% from the test</td>
<td>Data are collected every semester the courses are offered.</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>
Student Learning Outcome (SLO #2)
Students will be able to evaluate the strategic environment of healthcare organizations

<table>
<thead>
<tr>
<th>#</th>
<th>Measure</th>
<th>Criteria: What Constitutes Success (Target)</th>
<th>Timeframe / Time Table</th>
<th>Findings or Results</th>
<th>“Closing the Loop”/ Action Plan</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>Case analysis: analyzing a case in healthcare industry – HMGT 6321</td>
<td>Minimal 75 points out of 100 points in the grading rubric</td>
<td>Data are collected every semester the courses are offered.</td>
<td></td>
<td></td>
</tr>
<tr>
<td>2</td>
<td>Multiple choice – HMGT 6321</td>
<td>Minimal 75 points from 100 points (100 questions in strategic management concepts and analytical tools)</td>
<td>Data are collected every semester the courses are offered.</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>
Date: June 18, 2010

To: Graduate Council

From: Robert Lowry, Political Science Program Head

Re: Changes to the Political Science Ph.D. Curriculum

The Political Science Program seeks approval for a number of changes to the Ph.D. curriculum that were voted on by the faculty March 29, 2010. These changes are reflected in the attached revised catalog copy, and their justifications are as follows:

Minimum Credit Hours Required

The minimum number of credit hours required for the Ph.D. degree is being decreased from 90 to 75, in line with the change approved by the Graduate Council last year. The minimum number of credit hours of coursework is being decreased from 60 to 48. Students must take a total of 39 credit hours of courses to satisfy their core and field requirements. We feel that requiring 21 additional credits of elective courses is excessive, but that students should still be required to take at least nine credits beyond the minimum needed to satisfy core and field requirements.

Change in Ph.D. Field Names

The field currently named “Democratization, Globalization and International Relations” will be renamed “Comparative Politics and International Relations.” The field currently named “Political and Government Institutions and Processes” will be renamed “Political Institutions and American Politics.” These changes are being made so that our graduates can send clearer signals to the job market. Traditionally, the most common major fields in graduate political science programs have been American politics, comparative politics, international relations, and (normative) political theory. We do not offer normative theory courses beyond the core, and the new names give clearer signals about how the fields we offer map into the other traditional fields of the discipline.

Change in Ph.D. Fields

The faculty voted to eliminate Decision Making and Public Management (DMPM) as our third field and replace it with Law and Courts. Our reasons for eliminating DMPM are as follows:

- It was originally created as an innovative field that combines formal models of decision making with a more traditional public management curriculum. Experience has shown, however, that these two areas do not fit well together, and there are few if any faculty with sufficient expertise in both.
• There is not a large job market for faculty with this particular combination of skills.

• There has been a general lack of student demand: Since the Ph.D. program was created in 2003, only three students have chosen to do DMPM as their major field.

• Most of the proscribed electives in this field have been taught by faculty in the Public Affairs program, which occasionally has created difficulties in coordinating the writing and grading of qualifying exam questions.

We feel that Law and Courts will be a better field to offer for the following reasons:

• It fits well with the M.A. on Constitutional Law Studies degree we implemented two years ago, and a number of courses can be used for the M.A. program and the new Ph.D. field.

• There is adequate faculty capacity. Professors Champagne, Keith and Miller all focus their research on some aspect of courts and the legal system, both in the United States and in other countries. Professor Brunell also teaches courses on electoral laws and redistricting. Professor Lowry has interests that would enable him to serve on dissertation committees for students in this field.

• There appears to be significant student interest. Several of the students in the M.A. in Constitutional Law Studies program have expressed interest in pursuing a Ph.D, and some of the students in the current Institutions and Processes field could shift to Law and Courts.

• There is always job market demand for Ph.D. graduates who can teach constitutional law and other law-related courses to political science undergraduates.

**Addition of Optional Research Methods Concentration**

We are adding an optional concentration in Research Methods that would require students to take three Ph.D.-level courses in research design, qualitative research methods, quantitative analysis (statistics), or formal models beyond their core requirements. These courses can be chosen from a list that includes courses throughout the School of Economic, Political and Policy Sciences. We distinguish this “concentration” from a “field” because (a) it is optional, and (b) students would not need to take a qualifying exam after finishing their coursework.

We believe this is a useful addition to the curriculum because it gives students an incentive to acquire additional training in this area and a way to signal that they have done so. Research methods in political science have become much more rigorous and technical over the past 20 years or so, and advanced training in research methods is an important asset for students on the job market.
Doctor of Philosophy in Political Science

http://www.utdallas.edu/epps/psci

Faculty

Associate Professors: Patrick T. Brandt, Jennifer S. Holmes, Linda Camp Keith, Gregory S. Thielemann
Assistant Professors: Patrick Brandt, Brandon Kinne, Banks Miller, Clint Peinhardt
Senior Lecturers: Brian Beary, Karl Ho

Mission Statement

The Doctor of Philosophy in Political Science provides a rigorous, sharply focused disciplinary program with strong multidisciplinary links. The Program consists of innovative, state-of-the-science graduate education in political methodology and the fields of Decision Making and Public Management, Comparative Politics and International Relations; Democratization, Globalization and International Relations, and Political and Government Institutions and American Politics Processes; and Law and Courts. Students’ research skill development and degree completion are facilitated by a rolling cohort design. In the first year of the cohort, students acquire basic research skills and tools and work on research projects. Later, they have opportunities to develop their instructional and presentation skills, to participate in summer methodology programs, and to interact with highly regarded scholars and practitioners in their fields of study.

Objectives

· Students will engage in critical and constructive thinking, effective communication to academic audiences, and rigorous design and execution of research projects.

· Students will describe, classify, and analyze the causes and consequences of the unprecedented unfolding of democracy on a global scale, its successes and failures, and its opportunities and problems during an era of globalization and of ongoing subnational, national, and transnational conflicts and negotiations.

· Students will describe, classify, and analyze the major theories, methods, and findings that are used to explain the participation of individuals in a variety of institutional settings in the United States and elsewhere, how public institutions can be designed to promote both collective goods and individual gains, and how changes in institutions have consequences for individuals and public policy.

· Students will describe and explain the theories, models and practices of group activity, human decision making, management science, organizational design, policy making, and risk assessment involving knowledge producers, private firms, and government agencies and departments.

Students will describe, classify, and analyze the behavior of judges, interactions between the judiciary and other institutions, and the role of courts in the evolution of public policy and the definition and protection of human rights around the world.
Students will acquire the professional socialization necessary to teach and to conduct research in American, comparative, or international government and politics; democratization, globalization and international relations; governmental and political institutions and processes; and public administration, decision making, and risk management.

**Facilities**

Students have access to the computing facilities in the School of Economic, Political and Policy Sciences and the University’s Computing Center. The School has two computing laboratories which house over 50 computers that are network linked and equipped with major social science software packages, including E-Views, R, RATS, S-Plus, SPSS, and STATA. A computerized geographic information system software (e.g. ARC-GIS), the Lexis-Nexis Database, and WestLaw are also available for student use. The University’s Computing Center provides personal computers and UNIX workstations.

Many important data and reference materials are available online from professional associations or at U.T.Dallas via the Library’s and School’s memberships in the American Political Science Association, the European Consortium for Political Research (ECPR), the Inter-University Consortium for Political and Social Research (ICPSR), the Roper Center, the University Consortium for Geographic Information Science (UCGIS), and other organizations. The Library has a substantial number of political science journals and access to journals via loan from the University of Texas System.

Students have opportunities to participate in research programs directed by members of the faculty. As appropriate, some students may become involved in methodological development activities offered by the School’s membership in the ECPR, ICPSR, and UCGIS. In addition, some students may be eligible to participate in the professional development activities provided by faculty who edit or co-edit the journal *American Journal of Political Science* and *Electoral Studies*.

To attract the best students, editorial, research and teaching assistantships are available. Fellowships are offered through the Center for The Study of Texas Politics. Prospective students interested in teaching assistantships should apply for admission by February 15. Editorial assistantships are available through several of the professional journals supported by the University. Research assistantships may be available with individual faculty who have funding from external sources. Other assistantships are provided to work with faculty at the Center for Texas Politics or on instructional activities.

**Admission Requirements**

The University’s general admission requirements are discussed here.

The Doctor of Philosophy in Political Science Program seeks applications from individuals with a baccalaureate, Master of Arts, or Master of Science degree in Government and Politics, Political Science, Public Administration, Public Affairs or a relevant discipline. The degree must be from an accredited college or university. An undergraduate grade point average of at least 3.2 and a combined quantitative and verbal Graduate Record Examination (GRE) score of 1200 are desirable for students who expect to progress satisfactorily towards graduation. An analytical writing score of at least 4.5 in the GRE is considered desirable. Applicants also may submit their score from the writing component of the GRE as additional evidence of their admission eligibility. Applicants should submit all transcripts, three letters of recommendation, and a one-page essay describing educational and professional objectives. Grade point average, GRE score, and other information pertaining to the applicants’ educational background and professional goals are among the factors that are considered in determining direct admission. Applications are reviewed by the Political Science Program Committee in the School of Economic, Political and Policy Sciences.
Students who lack the necessary background to start the Program are advised to take courses that strengthen their preparation, but these courses do not receive credit towards the Ph.D. Program.

Undergraduate students who are interested in completing their undergraduate degrees while simultaneously taking graduate courses in the Political Science Ph.D. Program are expected to meet the School’s “fast-tracking” requirements.

Degree Requirements

The University's general degree requirements are discussed here.

On admission to the Ph.D. in Political Science Program, the student earns a minimum of 90 semester credit hours of coursework and dissertation credit beyond the baccalaureate degree. Core hours include four courses in Political Science Methodology and Theory, and three proseminars in the Program fields. The three fields are Decision Making and Public Management; Democratization, Globalization, Comparative Politics and International Relations; and Political and Government Institutions and American Politics Processes; and Law and Courts. Additional coursework includes four courses in the major field, two courses in the minor field, four courses of prescribed elective credit, and three to six courses of freely chosen credit. Students may use these electives to complete an optional concentration in research methods. Prior to admission to doctoral candidacy and further work on the dissertation or practicum, the student must pass examinations in the subjects covered by the core and field courses. Students must receive a grade of B- or better in all core courses and must maintain at least a 3.0 grade point average to graduate.

On examination completion, the student proceeds to present a doctoral dissertation or practicum proposal. The proposal must be approved by his/her Advisory Committee not later than two consecutive semesters after examination completion. Upon Committee approval, the student does further work on the doctoral dissertation or practicum while enrolling continuously for credit in research seminars and in dissertation or practicum research. The dissertation has multiple chapters that consist of a clear statement of the research problem, the theoretical framework and research design, the methods of analysis and findings, and an appropriately developed conclusion. The practicum consists of three papers that may or may not be thematically related and are informed by the theories and methodology of the student’s major field. All three papers must be suitable for presentation at a major professional meeting and/or submission to a peer-reviewed professional journal.

Semester Credit Hour Requirements

Core Courses in Political Science Methodology and Theory 12
Field Proseminars 9
Courses in Major Field 12
Courses in Minor Field 6
Prescribed Elective Credit (Research Seminars or Special Topics) 12
Freely Chosen Elective Credit 9-18
Dissertation or Practicum Research 24-30
Total (Minimum) 90-75

Core Courses

EPPS 6313 Introduction to Quantitative Methods
EPPS 6316 Applied Regression
PSCI 6300 Proseminar in Democratization, Globalization, Comparative Politics and International Relations
PSCI 6307 Proseminar in Decision Making and Public Management
PSCI 6311 Proseminar in Law and Courts
PSCI 6313 Proseminar in Public Policymaking and Institutions
PSCI 6350 Logic, Methodology and Scope of Political Science
PSCI 6352 Empirical Democratic Theory

Democratization, Globalization, Comparative Politics and International Relations

PSCI 6309 International Political Economy and Organizations
PSCI 6310 Political Economy of Multinational Corporations
PSCI 6335 Institutions and Development
PSCI 6337 Comparative Institutions
PSCI 6357 Political Economy of Latin America
PSCI 6362 Political Development
PSCI 6363 Conflict and Development
PSCI 6365 Political Violence and Terrorism
PSCI 7320 International Negotiations

Political and Government Institutions and American Politics Processes

PSCI 6314 Policy Processes, Implementation and Evaluation
PSCI 6324 Local and State Government and Politics
PSCI 6330 Campaigns and Media Relations
PSCI 6331 Executives, Legislatures and Public Policy
PSCI 6333 Political and Civic Organizations
PSCI 6336 Bureaucracy and Public Policy
PSCI 6337 Comparative Institutions
PSCI 6323 Public Choice
PSCI 6339 Election Law and Electoral Systems
PSCI 6343 Law and The Policy Process
PSCI 7344 Gender and Public Policy
PSCI 7350 Institutions and Citizen Behavior
PSCI 7352 Theories of Choice and Decision Making

Decision Making and Public Management

PA.6311 Public Management
PA.6320 Organizational Theory
PSCI.6323 Public Choice
PSCI.6325 Decision Theory
PA.6326 Decision Tools for Managers
PA.6328 Management Process and Analysis
PA.6329 Quantitative Models of Public Management
PSCI.6343 Law and The Policy Process
PSCI.6353 Mathematical Models in Political and Social Science
PSCI.7352 Theories of Choice and Decision Making
PSCI.7370 Decision Making, Complexity and Risk
PSCI.7372 Game Theory for Political Scientists

Other Courses
PSCI 7V81 Special Topics in Political Science
PSCI 7V83 Independent Study
PSCI 8381 Research Seminar in Political Science
PSCI 8V99 Dissertation or Practicum

Law and Courts

PSCI 6301 Constitutional Law
PSCI 6305 Workshop in Constitutional Law Studies
PSCI 6306 Human Rights and International Law
PSCI 6312 Comparative Constitutions and Courts
PSCI 6339 Election Law and Electoral Systems
PSCI 6343 Law and the Policy Process

Research Methods Concentration (optional)

Students can complete a concentration in research methods by taking three courses from the following list. Students must consult with the Director of Graduate Studies in advance to determine which courses fit best with their research interests.

ECON 6306 Applied Econometrics
ECON 6309 Econometrics I
ECON 6310 Econometrics II
ECON 6311/GIS 6311 Statistics for Economists
ECON 6316 Spatial Econometrics
ECON 6320 Game Theory for the Social Sciences
ECON 6380 Experimental Economics
ECON 7315 Econometrics III
ECON 7316 Game Theory
EPPS 6304 Advanced Analytic Techniques
EPPS 6310 Research Design I
EPPS 6342 Research Design II
EPPS 6346 Qualitative Research Methods
EPPS 6352 Evaluation Research Methods in EPPS
EPPS 7304 Cost-Benefit Analysis
EPPS 7318 Structural Equation and Multilevel (Hierarchical) Modeling
EPPS 7344 Categorical and Limited Dependent Variables
EPPS 7370 Time Series Analysis
EPPS 7380 Applied Multivariate Analysis
GISC 6301 Geospatial Data Analysis Fundamentals
GISC 6317 Computer Programming for GIS
GISC 7310 Regression Analysis with Spatial Applications
PSCI 6325 Decision Theory
PSCI 6353 Mathematical Models in Political and Social Science
PSCI 6364 Public Opinion and Survey Research
PSCI 7352 Theories of Choice and Decision Making
PSCI 7370 Decision Making Complexity and Risk
PSCI 7372 Game Theory for Political Scientists
Other courses as approved by the Director of Graduate Studies.
UT Dallas Policy Navigator
Biosafety Committee - 79-I.2-27

Charge
Institutional Biosafety and Chemical Safety Committee

Policy Statement
The Institutional Biosafety and Chemical Safety Committee (IBCC) is a University-wide, Standing Committee appointed by the President not reporting to the Academic Senate of The University of Texas at Dallas.

The Committee operates as the Institutional Biosafety Committee as defined under NIH "Guidelines for Research Involving Recombinant DNA Molecules." Under these guidelines, the Committee is charged to perform the following duties:

1. Advise the University on policies with regard to recombinant DNA research.
2. Create and maintain in the Office of the University Environmental Health and Safety Director a central reference file and library of catalogs, books, articles, newsletters, and other communications as a source of advice and reference regarding, for example, availability and quality of the safety equipment; availability and level of biological containment for various host-vector systems; suitable training of personnel; and data on the potential biohazards associated with certain recombinant DNAs.
3. Develop a safety and operations manual for any facility maintained by the University and used in support of recombinant DNA research.
4. Review and approve NIH applications for research support and annually thereafter, assure that facilities, procedures, practices, and the training and expertise of the personnel involved meet NIH guidelines.
5. Report violations of the Guidelines and significant research-related accidents or illnesses unless the Principal Investigator has reported such matters.
6. Perform all responsibilities required of an IBC under the Guidelines as same may be amended from time to time. Should the Biosafety Committee’s duties under the Guidelines conflict with any duties outlined in the Policy Memorandum, then, the Guidelines will control.

Under the guidelines Section IV. B. 2, the Institutional Biosafety Committee’s “responsibilities need not be restricted to recombinant DNA.” Accordingly, the Committee also operates as the institutional chemical safety committee to develop policies for the acquisition, safe handling and storage of hazardous chemical materials that require oversight under local, State and Federal guidelines.

Taking both concerns together, researchers at UTD using any of the following materials are requested to register their project with the IBCC.

- Recombinant DNA and related materials
- Human or non human primate tissue, blood or body fluids
- Select Agents or Biotoxins
- Infectious Agents
- Carcinogens
- Pathogens
- Toxic chemicals
The Committee will work with the University Department of Environmental Health and Safety to develop and approve a manual. The Committee will approve the procedures for maintaining a catalog of biohazardous and chemical materials and pathogenic agents. Similarly, procedures for the secure storing, working with, transport of and disposal of these materials and agents will be approved by the Committee.

Members of the Biosafety Committee must be sufficiently qualified through their experience, expertise, and diversity to ensure respect for its advice and counsel. Members must have expertise in recombinant DNA technology and the capacity to assess the safety of recombinant DNA research experiments and any potential risk to public health or the environment. Members must also have knowledge of chemical agents and any potential risk to public health or the environment.

The Committee shall be composed of no fewer than seven members appointed by the President with the advice of the Chair of the University Safety and Security Council and the Dean, School of Natural Sciences and Mathematics. At least two members (and not less than 20% of the membership of the Committee) shall not be affiliated with the University (apart from their membership on the IBC) and shall represent the interest of the surrounding community with respect to health and protection of the environment. The Vice President for Research, or designee, the Environmental Health and Safety Director, and the Biosafety Officer serve as ex officio members. The term of office of the Committee members shall be for three years and members may be reappointed by the President for additional terms. The Chair of the Committee shall be appointed by the President for a two year term in that office and shall be a member of the University Safety and Security Council. If for any reason a Committee member resigns, the President shall appoint another qualified individual to serve the remainder of the unexpired term. The Responsible University Official (RUO) for the Committee is the Vice President for Business Affairs.

If needed, additional consultants, competent in the corresponding research area and familiar with Federal, State and Local regulations, may be called in by the Chair.

Cases to be reviewed by the Committee will be brought to the Committee's attention through the University Biosafety Officer or the Chair of the University Safety and Security Council. For all sponsored research, the check-off form will require that both the Principal Investigator and the Department Head certify that the proposed research does or does not involve recombinant DNA, or hazardous chemical agents and that they are aware of approved Biosafety Procedures. To provide for any non-sponsored research, a separate form will be sent annually, on or about January 1st, to the appropriate Department Heads requesting they certify that they are not (or are) aware of any non-sponsored research in their program that involves recombinant DNA and potential chemical or biohazards.

Upon request of a Committee member, the RUO, and/or the Chair of the University Safety and Security Council, the Committee Chair will convene the Committee with the Principal Investigator to further discuss a research proposal. If the Principal Investigator is also a Committee member, he/she will not function as a member in the Committee's deliberations. If the opinion of the Committee is equally divided, the Committee shall continue to meet until it gets a majority viewpoint. In the case of a disagreement of the Committee about the evaluation of the risk level, the minority opinion shall be forwarded to the President to be included in the letter (MUA) to NIH.
The Committee will produce an annual report that will be included as part of the annual report of the University Safety and Security Council.

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Committee on Faculty Mentoring - 04-I.2-89

Charge

Faculty Mentoring

Policy Statement

The Committee on Faculty Mentoring is a Committee of the Academic Senate of The University of Texas at Dallas.

The Committee on Faculty Mentoring is a Committee of the Academic Senate of The University of Texas at Dallas. The Committee shall consist initially of fourteen faculty members. Committee members shall be nominated by the Committee on Committees in consultation with the Committee for the Support of Diversity and Equity. The Vice President for Diversity and Community Engagement, or designee, shall serve as the Responsible University Official (RUO). The term of office of the committee members shall be two years, effective September 1 to August 31, staggered in time to make approximately equal numbers of appointments expire each academic year. Members may be reappointed by the President for additional terms. If for any reason a Committee member resigns, the President shall appoint another individual to serve the remainder of the unexpired term. The Chair and Vice Chair are appointed annually by the President.

The Committee has two main purposes: to establish and maintain a network of mentors for new faculty, and to establish and maintain a programs to welcome new faculty, provide advise and assistance beyond initial orientation, and provide fora where they can meet senior faculty.

The Committee shall consist initially of twelve faculty members and two representatives of the Office of the Provost. Faculty members shall be nominated by the Committee on Committees in consultation with the Committee for the Support of Diversity and Equity. The Vice President for Diversity and Community Engagement, or designee, shall serve as the Responsible University Official (RUO). The term of office of the committee members shall be two years, effective September 1 to August 31, staggered in time to make approximately equal numbers of appointments expire each academic year. Members may be reappointed by the President for additional terms. If for any reason a Committee member resigns, the President shall appoint another individual to serve the remainder of the unexpired term. The Chair and Vice Chair are appointed annually by the President.

The chair of the Committee, with the agreement of a majority of the voting members, may add additional members in the course of the year without requiring those members to be approved by the Academic Senate. The terms of such appointments will be either for the remainder of the academic year in which the appointment is made or for a lesser period as determined by the committee.

To carry out the establish and maintain the mentoring network-primary function in its charge, members of the Committee will meet with individual junior faculty on a yearly basis and generate, for each individual, a list of potentially helpful UTD faculty contacts. At the purely professional level, these contacts consist of other faculty members with an ability to be helpful to the junior faculty members' academic and research productivity at UTD, to the fulfillment of their teaching requirements, or to their UTD community/committee involvement.

The Committee also verifies that the identified faculty contacts are willing to share their wisdom.
and advice on the relevant issues. This duty should not necessarily entail a heavy time commitment on the part of these faculty contacts, but rather, a willingness to be available for brief consultations and questions. A faculty contact person may, under certain circumstances, wish to commit additional time and energy to building a professional relationship. Indeed, this program allows for various levels of involvement in advising the junior faculty member. Assuming the willingness of the faculty contacts, the role of the Committee is to introduce the junior faculty to the relevant contacts. This may be as simple as a call to the faculty contact requesting that they meet briefly with the junior faculty member, or it may involve an informal introductory meeting with a Committee member, faculty contact, and junior faculty member. A third function of the Committee is to meet with the faculty contacts individually at the end of the year, or during the summer, to assess the success of the program. The Committee will make recommendations on needed changes to the program as well as with regard to additional measures of evaluation to be used in program assessment efforts.

To establish and maintain programs for new faculty, the committee will work with the liaison members from the office of the Provost, utilizing a budget that the Provost will provide.

This Committee shall work in conjunction with any other mentoring programs already in existence on campus.

The Committee shall meet annually with the President of the University.

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FACULTY FITNESS FOR DUTY

A. Policy Statement

The University of Texas at Dallas is committed to providing a safe workplace for the benefit of the University community. Faculty who are not fit for duty may present a safety hazard to themselves, to other members of the University community, or to the public. Denial of university privileges to a faculty member is a serious matter and should only take place when there is a perceived danger to the faculty member, coworkers, students, or to university property.

B. Scope

This policy applies to all members of the faculty.

C. Purpose

The purpose of this policy is to establish the procedures by which the University evaluates faculty members' fitness for duty when a faculty member is:

1. Having observable difficulty performing work duties in a manner that is safe for the faculty member, for the other faculty, staff, or students, for the University, or for the public, as determined by the supervisor; or

2. Posing an imminent and serious safety threat to self or others.

D. Definitions

Faculty includes both tenure/tenure track faculty and other nonstudent instructional staff such as clinical faculty, senior lecturers, and adjunct faculty.

Fit for duty means able to perform the duties of the job in a safe, secure, productive, and effective manner as determined by the supervisor.

Health service provider is a doctor of medicine or osteopathy, dentist, podiatrist, clinical psychologist, optometrist, nurse practitioner, nurse-midwife, or a licensed clinical social worker that is authorized to practice in the state of Texas or in the state the employee resides for employees who reside outside the state of Texas.

Supervisor means the dean of the faculty member's school or his/her designee, such as an associate dean or a program head.

The Provost's role in the operation of this policy may be designated at his/her discretion to others within the Provost's office.
F. Employee Responsibilities

1. Faculty members are responsible for managing their health in a manner that allows them to safely perform their job responsibilities.

2. Faculty members must report to work fit for duty and must perform their job responsibilities in a safe, secure, productive, and effective manner during the entire time they are working.

3. Faculty members are responsible for notifying their supervisors when they are not fit for duty.

4. Faculty members are responsible for notifying the supervisor when they observe a coworker acting in a manner that indicates the coworker may be unfit for duty. If the supervisor’s behavior is the focus of concern, faculty may inform the Provost or may call his/her designee. Human Resources Management (HRM) may also be consulted for additional guidance.

F. Employer Responsibilities

1. Supervisors are responsible for observing the attendance, performance, and behavior of the faculty they supervise.

2. Supervisors/managers are responsible for following this policy’s procedures when presented with circumstances or knowledge that indicate that a faculty member may be unfit for duty.

3. Confidentiality of medical records: Any document containing medical information about a faculty member is considered a medical record and is regarded as confidential. If a department has any medical information about a faculty member, that information should be maintained in a file separate from all other faculty member records, including those used in consideration for tenure and promotion.

G. Procedures

1. The supervisor who receives reliable information that a faculty member may be unfit for duty, or through personal observation believes a faculty member to be unfit for duty, will validate and document the information or observations as soon as is practicable. Actions that may trigger the need to evaluate fitness for duty include, but are not limited to, problems with dexterity, coordination, concentration, memory, alertness, vision, speech, inappropriate interactions with coworkers or students, inappropriate reactions to criticism, or suicidal or threatening statements.

2. The supervisor will present the information or observations to the faculty member at the earliest possible time in order to validate them; and will allow the faculty member to explain his or her actions, or to correct any mistakes of fact contained in the description of those actions.
The supervisor will then determine whether the faculty member should leave the workplace immediately for safety reasons.

3. In situations where there is a basis to think that a crime may have been committed and/or the faculty member is making threats to harm himself or herself or others, or is acting in a manner that is immediately dangerous to himself or herself or others, the supervisor must contact The University of Texas at Dallas Police Department, HRM and the Office of the Provost should be contacted regarding the fitness for duty procedure after the immediate safety issue has been addressed.

4. In circumstances not involving immediate safety issues, possible illegal activities, or threats to others of the faculty member himself or herself, the supervisor shall take appropriate action, including contacting HRM, by determining whether the faculty member should be sent home. The supervisor should arrange to contact the Provost as soon as possible after he or she receives a report, and validates or personally observes an employee’s unfit behavior. After regular business hours the supervisor should determine whether the employee should be sent home and then the supervisor should arrange to contact HRM no later than the next business day.

5. Based on the descriptions provided by the supervisor, the Provost, in consultation with HRM, will assist the supervisor in determining whether a fitness for duty evaluation is required and, if so, the type of evaluation needed and the type of health service provider to make the evaluation. HRM will then provide a form to the supervisor containing that information, and the supervisor will convey the form to the employee. HRM will assist in determining the type of leave to be used pending a complete assessment of the situation. The supervisor will prepare a written advisory report that will be provided to the faculty member and the Provost.

6. HRM will provide a form for the designated health service provider to complete to certify whether the faculty member is fit to return to work. The form will include a behavioral description of the circumstances leading to the request for evaluation, and a list of the faculty member’s relevant duties. HRM may communicate with the health service provider as necessary. The faculty member may submit an additional evaluation from their health service provider.

7. In most cases, the faculty member will be responsible for the cost of the fitness for duty evaluation, if not covered by his/her health plan.

8. Based on information provided by the health service provider, HRM will advise the supervisor whether the faculty member should return to work and, if so, the conditions of return, including whether the faculty member must attend a reentry conference with the supervisor and HRM, and whether additional follow-up meetings are necessary. The final decision on whether a provider’s certification will be accepted lies with the Provost. A second independent health service provider certification may be requested in some cases. The University will be responsible for the cost of the second independent provider’s certification.
9. At any stage of the process described in this policy, the faculty member may submit a grievance to the Committee on Faculty Standing and Conduct. Such grievance will follow the standard grievance procedures as stated in the Faculty Handbook.

10. The faculty member must comply with all aspects of the fitness for duty and evaluation procedures, including furnishing necessary consent and release forms to the health service provider. Noncompliance may be grounds for disciplinary action up to and including termination. Any recommendation for termination shall be automatically reviewed by the Committee on Faculty Standing and Conduct. Information will be requested from the health service provider regarding work restrictions that may be required upon the faculty member’s return to work.

11. Application of this policy is not intended as a substitute for other University policies or procedures related to performance. Nor is it intended as a substitute for disciplinary action. Situations involving violations of University policies or practices may result in disciplinary action being taken.

For Assistance: Questions regarding faculty fitness for duty should be directed to Human Resources Management and/or the Office of the Provost.
DRAFT U T DALLAS POLICY ON FINANCIAL EXIGENCY

PREAMBLE

The enunciation of a policy in Rule 31003, Section 1, of the Regents' Rules and Regulations (http://www.utsystem.edu/bor/rules.htm#A4) establishes U T System policy concerning the Abandonment of Academic Positions or Programs. Section 1 calls for the President of the University to determine institutional procedures for an in-depth review to inform and guide decisions on these matters “with full and meaningful faculty input.” Section 2 concerns elimination for “Academic Reasons.” Section 3 concerns elimination due to institutional financial exigency. In accord with Rule 31003, This document establishes U. T. Dallas policy and procedures relating to Section 3 are as follow.

GENERAL POLICY ON INTERPRETATION OF REGENT’S RULES

Regents Rule 31003, abandonment of academic positions or programs must be interpreted in the light of Rule 40101 which gives faculty a “major role” in regard to “general academic policies and welfare” and related matters and in the light of the further provisions that assign these faculty responsibilities to the faculty governance organization and require that the organization and procedures of the governance organization be set out in the university Handbook of Operating Procedures and subject to governance review and approval.

The University of Texas at Dallas recognizes the importance of tenure as a fundamental safeguard for academic freedom, an encouragement for faculty to engage in research at the growing edges of knowledge, and as the basis of a level of personal financial security sufficient to make faculty positions at U T Dallas attractive to creative scholars of national and international importance. The aim of this policy is to assure that the University’s response to an institutional financial exigency does everything possible to preserve this commitment to tenure while also providing the strongest possible foundation for rapid recovery and future growth.

In addition, the University accepts the recommendations regarding declarations of exigency in the American Association of University Professors “Recommended Institutional Regulations on Academic Freedom and Tenure.

The term “faculty committee” as used in Regents Rules section 31003 shall be understood here as meaning the Academic Senate of the University of Texas at Dallas, the regular committees of the Senate, or the Exigency Committee and appeals committees to be established in accordance with this policy, or any ad hoc committee that the Senate may assign responsibilities to in order to respond to the exigency. It does not include committees that the Senate does not constitute or approve.

The term “faculty” as used in Regents Rules 31003 shall be understood here as meaning individuals holding tenure-track, tenured, and emeritus positions with the titles of Assistant Professor, Associate Professor, and Professor with primary assignments in teaching, research, and advising. It shall also include individuals holding yearly or longer-term renewable non-tenure track position with the titles of Senior Lecturer and Clinical Professor with primary
assignments in teaching, research and advising. It shall not include faculty holding administrative appointments at the level of dean or above. For purposes of this policy the position of Associate Provost shall be regarded as an administrative appointment at the level of dean or above.

INITIAL DECLARATION OF FINANCIAL EXIGENCY

_Institutional financial exigency is_ a demonstrably bona fide financial crisis that adversely affects an institution as a whole and that, after considering other cost-reducing measures, including ways to cut faculty costs, requires consideration of terminating appointments held by tenured faculty. Whenever there is reason to anticipate that the University _as a whole_ is sufficiently threatened by financial exigency, declines in enrollment, or changes in educational needs to endanger the continuance of the University's obligations to faculty members with tenure or on tenure-track appointments, the President at the earliest date possible shall inform the Faculty Senate and all potentially affected budgetary units of the problem.

The President shall consult with the Senate and the concerned budgetary units to determine the nature and seriousness of the problem, the most appropriate of the possible courses of action to be taken, and the means of safeguarding faculty rights and interests, including tenure rights. In solving such a problem, the University shall make every reasonable effort to reassign affected faculty members to other suitable work and to aid them in finding other employment.

On the basis of these deliberations, the President shall write an Initial Declaration of Financial Exigency, giving the extent and scope of the emergency and the general approach to be taken to respond to it.

**CONCURRENCE ADVISE OF THE SENATE**

The President shall submit the Initial Declaration of Financial Exigency to the Senate for advice and concurrence. Concurrence requires a majority vote of the Senate. This process may involve amendments, mutually agreed upon. Concurrence will and may, but need not, result in a joint Senate-presidential Exigency Plan. The Exigency Plan, whether joint with the Senate or not, may include a formula for the membership of the committee “composed of faculty and administrative personnel to make recommendations to the president as to which academic positions and/or academic programs should be eliminated as a result of the financial exigency” designated in accordance with -rule 3.1, as well as the general criteria the committee should apply in making its recommendations. This committee will be called hereafter the Exigency Committee.

The size and composition of the Exigency Committee shall be specified in the Exigency Plan, provided that it has at least seven members. At least one-half of these members shall be faculty as defined above, and at least one-half of the faculty members shall be appointed from nominations submitted by the Senate. The Senate procedure for making the Senate designated appointments on the Exigency Committee shall be that the Senate will nominate at least twice as many faculty members as there are openings consigned to it, and the President shall appoint the members from among them. For faculty appointed to other positions on the Exigency Committee,
no Senate nomination is necessary. At least a majority of the total number of faculty nominated by the Senate will be tenured. All faculty appointees should seek to represent the university as a whole, not just programs initially slated to be reduced or just those not so slated, and at least some of them will have served on the Committee for Qualifications of Academic Personnel.

PROCEDURE FOR ELIMINATING POSITIONS

The Exigency Committee shall develop and implement the Exigency Plan in two stages. First, it will assess current programs and recommend cuts or other actions as described in Rule 31003 Section 3.2. Second, upon receiving approval for this assessment or a modified version thereof, it will proceed to designate specific positions to be eliminated as described in Rule 31003 Section 3.3 to 3.5, provided that:

For section 3.2, assessment of academic programs. The Exigency Committee will provide a written report of its analysis of programs, which shall be submitted to the President, who shall then consult with the Senate for review and response before recommendations decisions are made for specific positions to be eliminated. As stated in the Rule, “The committee will review and assess the academic programs of the institution and identify those academic positions that may be eliminated with minimum effect upon the degree programs that should be continued and upon other critical components of the institution’s mission. The review will include, but not be limited to, as relevant: (a) an examination of the course offerings, degree programs, supporting degree programs, teaching specialties, and semester credit hour production; (b) an evaluation of the quality, centrality, and funding of research activities; and/or (c) an assessment of the productivity, community service, and quality of clinical services (in relation to teaching, healthcare delivery, and scholarly activity).” The Committee shall consider and may offer advice on all avenues by which terminations of faculty members can be avoided or minimized, and, as well, by which the negative effects of any necessary terminations can be mitigated. Unless an extension is approved by the President, the Committee shall submit its recommendations in writing in a period of time no longer than 60 days.

In section 3.3, Review Consideration. After the President approves the recommendations regarding programs to be cut, the Exigency Committee next recommends specific positions to be eliminated. These recommendations should also be contained in a written report. The recommendations should be related to the Exigency Committee’s assessment of programs. If other officers of the university, such as deans or program chairs, are involved in identifying individuals whose appointments are to terminated, the process for obtaining these recommendations should be described in the report. The Exigency Committee will have available the personnel records of those being considered including current curriculum vitae, annual reports, promotion committee reports and recommendations, and results of periodic performance reviews. It will have access to full personnel files. Faculty whose positions would be jeopardized by the proposed actions will be provided the opportunity to contribute meaningfully to the Committee's review process.
For section 3.4, Tenure Preference. The Exigency Committee should not apply an unduly narrow interpretation of the idea that two candidates should be “equally qualified” before preference is given to one with tenure over one without. Preference should be given to tenured faculty over non-tenured if they are have approximately the same qualifications and prospects, and those with more years of service more senior faculty over those with fewer years less senior faculty, provided that their accomplishments are roughly proportional to their relative academic lifetimes. The decisions should be consistent with the general principle that greater contributions will gain greater recognition.

In section 3.5, Recommendation. According to the Rule, “upon completion of its review,” the Exigency Committee “shall promptly recommend in writing to the president those persons who may be terminated, ranked in order of priority, with the reasons for their selection. The president shall, with such consultation with institutional administrative officers as the president may deem appropriate, determine which academic positions are to be terminated because of the financial exigency and shall give the holders of these positions written notice of the decision.” The Exigency Committee’s recommendations to the President shall be made in writing. Unless an extension is approved by the President, the Committee shall complete its work in a period of time no longer than 60 days from the submission of the initial report, specified in section 3.2, identifying the programs to reduce or eliminate.

PROCEDURE FOR NOTICE AND APPEAL

A faculty member whose position has been eliminated is entitled to appeal the decision, subject to the requirements of Regents’ Rules 31003 sections 3.7 and 3.8.

The issues in this hearing may include:

(a) The existence and extent of the exigency. The burden will rest on the administration to prove the existence and extent of the condition. The findings of other hearing involving the same issue may be introduced.

(b) The validity of the educational judgments and the criteria for identification for termination, although the panel should give presumptive weight to the previous judgments of the Senate and the exigency committee.

(c) Whether the criteria developed by the exigency committee are being properly applied in the individual case.

The burden shall be upon the appellant to show by a preponderance of the credible evidence that:

1 Financial exigency was not in fact the reason for the initial decision to reduce academic positions; or
ITEM #13

(2) The decision to terminate the appellant as compared to another individual in the same discipline or teaching specialty was arbitrary and unreasonable based upon the evidence presented.

The hearing shall be held before a panel consisting of full-time faculty drawn from the list of faculty in the pool approved for service on hearing tribunals in accordance with the UTD Policy on Hearing Tribunal Selection Procedures, provided that such faculty are not in the academic programs affected by the decision. At least half of the membership of such panels shall be from faculty recommended by the Senate. The size of such appeals panels shall be determined as part of the Exigency Plan guidelines for the declaration of exigency. The Hearing Panel shall elect its own Chair. The hearing must be held no later than 30 days after a written request is submitted to the President's office.

The employment of a tenured faculty member who is to be terminated under this policy shall end no sooner than the end of the current academic term; faculty will be allowed reasonable time to close down laboratories, complete teaching assignments, and transfer their responsibilities. If an entire program or functionally distinct part of a program is cut, employment of all tenured faculty in that program will terminate when the program or part itself is terminated, and will not extend beyond the termination of the program. During this period of employment and for three additional years, the terminated faculty member shall have the right to first consideration among equally qualified candidates for any faculty position at U. T. Dallas for which a recruitment and hiring process is conducted and for which the faculty member in question formally applies. In addition, the considerations noted in Rule 31003, Section 2, Subsections 2.6 - 2.11 of the Regents’ Rules and Regulations will be extended to the faculty member to be terminated.

NO CONCURRENT REPLACEMENTS

If appointments are terminated, the University will not at the same time make new appointments into the same subject area or specialization except in extraordinary circumstances where a serious distortion in the academic program would otherwise result. That is, a tenured faculty member or a more senior faculty will not be terminated only in order for the University to replace him or her with a new person at lower pay.