

SCSU All-University Committees
List of Committees with Purpose, Eligibility, Term, and Time Involvement

1. ENROLLMENT MANAGEMENT COMMITTEE

PURPOSE: Studies all aspects of the enrollment management process.
ELIGIBILITY: (a) Full-time faculty member (b) At SCSU for 1 year.
TERM: Maximum of 2 years.
TIME INVOLVEMENT: Meets on the 1st Thursday of the month at 8:30 AM

2. SCSU FOUNDATION BOARD OF DIRECTORS

PURPOSE: To raise, hold, and invest funds for the benefit of University programs. One faculty member is needed to serve as a non-voting member. (The Board of Governors now consists of 15 voting members and 4 non-voting members: faculty, student, alumni representative, and President or designee.)
ELIGIBILITY: (a) Full-time faculty member.
TERM: Maximum of 2 years, to coincide with the Foundation's fiscal year, July 1 through June 30.
TIME INVOLVEMENT: Has been minimal. Meets about four times per year: September, December, March, and June.

3. UNIVERSITY ACADEMIC STANDING COMMITTEE

PURPOSE: Serves as appeals body for students placed on non-matriculated status because of continuing probationary status, grade appeals, and academic misconduct.
ELIGIBILITY: (a) Full-time teaching faculty member. (b) At SCSU for 1 year. (c) one representative from each school and three at-large members. (d) No more than one representative per department is permitted.
TERM: Maximum of 3 years
TIME INVOLVEMENT: May be moderate at the end of each semester and at the end of each summer school session.

4. UNIVERSITY BUDGET AND PLANNING COMMITTEE

PURPOSE: To serve in an advisory capacity to the President, making recommendations concerning the University's annual funding priorities, its annual operating and capital budget requests, and its spending plan allocations. It is comprised of 14 members, 6 of whom are instructional faculty. Two will be elected from within the Faculty Senate Membership and 4 will be elected from the instructional faculty at large.
ELIGIBILITY: (a) Full-time faculty member. (b) No 2 from the same department may serve.
TERM: Maximum of 3 years. (Term ends 8/31)
TIME INVOLVEMENT: Meets on monthly basis during academic year, with special meetings, as needed in late spring, and light involvement during the summer.

5. UNIVERSITY FACULTY RETRAINING COMMITTEE

PURPOSE: Evaluates proposals for retraining; makes recommendations to the University President.
ELIGIBILITY: (a) Rank of Assistant Professor or above (equivalent for librarians and counselors.)
(b) Tenured. (c) Only 2 from 1 department may serve.
TERM: Maximum of 3 years.
TIME INVOLVEMENT: Light during evaluation period, January 20 to March 10.

6. UNIVERSITY MEDIATION COMMITTEE

PURPOSE: Assists parties to affect a resolution when there is a case of dismissal for adequate cause.
ELIGIBILITY: (a) Full-time faculty member. (b) Tenured. (c) At least 3 years at SCSU. The committee consists of 3 members and 3 alternates.
TERM: Maximum of 2 years.
TIME INVOLVEMENT: Not often needed, but moderate to heavy involvement during an appeal

7. UNIVERSITY PROMOTION & TENURE COMMITTEE

PURPOSE:	Evaluates candidates for promotion and/or tenure; makes recommendations to the University President.
ELIGIBILITY:	(a) Rank of Associate Professor or above. (b) Tenured. (c) 6 years full time at a college or university, 3 of which must be at SCSU. (d) Only 2 from 1 department may serve. (e) Department chairs and faculty currently on a DEC may serve (however, must recuse themselves in a year where someone in their department is currently being evaluated at any step in the promotion and tenure process).
TERM:	Maximum of 3 years
TIME INVOLVEMENT:	Heavy involvement during evaluation period, January and February, often Friday evenings.

8. UNIVERSITY SABBATICAL LEAVE COMMITTEE

PURPOSE:	Evaluates candidates for sabbatical leave; makes recommendations to the University President.
ELIGIBILITY:	(a) Rank of Assistant Professor or above (equivalent for librarians or counselors.) (b) Tenured. (c) 6 years full time at a college or university, 3 of which must be at SCSU. (d) Department chairs may not serve. (e) Only 2 from 1 department may serve.
TERM:	Maximum of 3 years.
TIME INVOLVEMENT:	Heavy involvement during evaluation period, November 1 through December 15.

9. UNIVERSITY SPACE COMMITTEE

PURPOSE:	Makes recommendations regarding use of building space.
ELIGIBILITY:	(a) Full-time faculty member.
TERM:	Maximum of 3 years.
TIME INVOLVEMENT:	Meets periodically September through June.

10. UNIVERSITY TERMINATIONS HEARING COMMITTEE

PURPOSE:	After hearings, makes recommendation to the President, the CSU-AAUP and the member.
ELIGIBILITY:	(a) Full-time faculty member (b) Tenured. (c) At SCSU for at least 3 years. The committee consists of 5 members and 3 alternates.
TERM:	Maximum of 2 years.
TIME INVOLVEMENT:	Not often needed, but moderate to heavy involvement during an appeal.

11. CSU PROFESSORSHIP ADVISORY COMMITTEE

PURPOSE:	Advise the University President in the nomination for the title of CSU Professor.
ELIGIBILITY:	(a) Full-time faculty member (b) Tenured (c) Associate Professor or higher, or the equivalent for Counselors or Librarians (d) No more than 2 from any 1 department within a school and no more than 3 members belonging to any one unit (School, Library Services and Counseling)
TERM:	Maximum of 3 years.
TIME INVOLVEMENT:	Moderate in the year in which an award may be given.

12. FACULTY SCHOLAR AWARD COMMITTEE

PURPOSE:	Formerly known as the Research and Studies Committee, each year this committee selects a faculty member for the Faculty Scholar Award. The award is a \$2500.00 monetary award and a plaque.
ELIGIBILITY:	(a) Full-time faculty member. (b) Tenured. (c) 7 members, including at least 1 from each of the schools and 3 at-large
TERM:	Maximum of 2 years
TIME INVOLVEMENT:	Moderate. More frequently once candidate review procedures commence.

13. UNDERGRADUATE CURRICULUM FORUM

PURPOSE:	Considers all undergraduate curriculum proposals.
ELIGIBILITY:	Full-time faculty member.
TERM:	Maximum of 3 years
TIME INVOLVEMENT:	Meets every other Thursday 9:35 - 10:50 AM. Sub-committees meet on alternate Thursdays.

14. LIBERAL EDUCATION PROGRAM COMMITTEE

PURPOSE:	To oversee the LEP program by assisting with implementation, offering advice to UCF, proposing guidelines for the approval of new and revised courses for the LEP, working to solve implementation problems that arise, assisting faculty to create suitable LEP courses, assessing the effectiveness of the program, and proposing changes that would improve the program in pursuit of its goals.
ELIGIBILITY:	(a) Full-time teaching faculty member. (b) At SCSU for 1 year. (c) The committee will be made up of 9 people – one person from each school and 5 at-large members. (d) No more than 1 from any department (e) faculty shall declare their candidacy for either a school-specific or an at-large position.
TERM:	Maximum of 3 years
TIME INVOLVEMENT:	Meets every second Thursday from 9:35-10:50 (the same as the other UCF standing committees).

15. J. PHILLIP SMITH OUTSTANDING TEACHING AWARD COMMITTEE

PURPOSE:	Select the awardee(s) for the J. Phillip Smith Outstanding Teacher Award.
ELIGIBILITY:	(a) Full-time faculty member. (b) 5 faculty delegates, 1 from each of the schools and 1 at-large.
TERM:	Maximum of 3 years.
TIME INVOLVEMENT:	Moderate. More frequently once candidate review procedures commence.

16. UNIVERSITY LIBRARY COMMITTEE

PURPOSE:	Act in an advisory role to the Provost in order to provide the best library services to the community.
ELIGIBILITY:	(a) Full-time faculty member. (b) 7 elected faculty delegates, 3 from Arts & Sciences, 1 from each of the other schools and 1 member at large. (c) No more than one person from each department may serve.
TERM:	Maximum of 3 years.
TIME INVOLVEMENT:	Committee will meet at least twice in each semester.

17. FACULTY DEVELOPMENT ADVISORY COMMITTEE

PURPOSE:	Assess the needs of faculty, recommend programs and activities for faculty to enhance instructional, scholarly, creative, and service responsibilities, and conduct evaluations of faculty development programs. Review proposals and recommend awardees for Faculty Development Activities Grants and Curriculum-Related Activities Grants.
ELIGIBILITY:	(a) Full-time faculty member. (b) 10 faculty delegates, 2 from each of the schools and two at-large members.
TERM:	Maximum of 3 years.
TIME INVOLVEMENT:	Three or four meetings per semester. More frequently once proposal review commences (November and April for Faculty Development Grants; April for Curriculum Related Grants).

18. WRITING ACROSS THE CURRICULUM COMMITTEE

PURPOSE:	Supports the development of a culture of writing at SCSU, oversees the development of the Writing Across the Curriculum program and reviews W-course proposals.
ELIGIBILITY:	(a) nine voting members, with one from each school and 5 at-large. (b) There shall be no more than one voting member per department.
TERM:	Maximum of 3 years
TIME INVOLVEMENT:	The committee meets twice per month for approximately 1 hour and 15 minutes per meeting. Meetings are generally scheduled on Thursday mornings between 9:35-10:50 on the weeks when UCF does not meet. Committee members review proposals and other program-related materials between meetings.

19. ROBERT E. JIRSA SERVICE AWARD COMMITTEE

PURPOSE:	Select a full-time faculty member for the Robert E. Jirsa Service Award, which is given to an individual who has made extraordinary contributions and demonstrated outstanding leadership in his or her service to the university.
ELIGIBILITY:	(a) Full-time faculty member (b) Tenured (c) 7 members, including at least one from each of the four schools.
TERM:	Maximum of 2 years
TIME INVOLVEMENT:	Moderate-to-heavy from March 1 to April 15 each academic year.

20. THE FACULTY ACADEMIC STRATEGIC PLAN COMMITTEE (FASP)

PURPOSE:	Develop and review the Academic Strategic Plan for SCSU.
ELIGIBILITY:	(a) Full time faculty member. (b) Committee members represent, and are elected by individual schools. (d) No more than one person from each department within the school may serve.
TERM:	Maximum of 3 years
TIME INVOLVEMENT:	Meets for 2 hours every other week, with sub-committee meetings on alternate weeks.

21. UNIVERSITY GRANTS COMMITTEE

PURPOSE:	To screen Faculty Creative Activity Research Grants
ELIGIBILITY:	(a) 7 SCSU faculty members: 4 from Arts and Sciences; 1 from EDU, HHHS, and BUS
TERM:	Maximum of 3 years
TIME INVOLVEMENT:	Moderate during evaluation period, mid-March through mid April.

22. BOARD OF REGENTS

PURPOSE:	To serve as SCSU faculty representative along with representatives from WCSU, ECSU, CCSU, the Community Colleges and Charter Oak on the new Board of Regents Faculty Advisory Board.
ELIGIBILITY:	Tenured faculty member
TERM:	Maximum of 2 years
TIME INVOLVEMENT:	Representative shall attend at least eight (8) meetings of the Board per year (generally on Thursdays at 10:00 am for at least two hours, one is scheduled for June), report annually to the appropriate joint standing committee of the General Assembly and attend organizational and planning meetings with other representatives throughout the year. The frequency and scheduling of the meetings of representatives will likely be determined by those serving on the committee once the process is underway. The representative will also be asked to report to Faculty Senate after scheduled BOR meetings.

23. Global Education Advisory Committee

PURPOSE:	Provide guidance to the Director of International Programs in the planning and implementation of global education initiatives as well as procedures relating to global education at SCSU. Review and offer feedback to faculty developing new summer abroad and reciprocal exchange programs. Serve as a forum for exchange of information regarding the development of global education initiatives on campus. Use existing and find new sources of student and faculty funding to establish and operate summer study abroad programs and reciprocal exchange programs. Develop new global education courses. Influence and operationalize the SCSU strategic plan in regard to global education
ELIGIBILITY:	(a) Full-time faculty member (b) two faculty representative from A&S, HHS, EDU, and BUS
TERM:	Maximum of Two years
TIME INVOLVEMENT:	Approximately 3 full committee meetings per semester of 1-2 hours each, with varied additional time for individual and small group members' work on specific designated committee projects or tasks, for a total expected time commitment of 20-30 hours per semester.

24. ConnSCU - Faculty Technology Advisory Committee (FTAC)

PURPOSE:	Informal (non-policy advisory) general commentary on ConnSCU technology issues as they apply to teaching and learning – brainstorming and testing of new tech capacity (blackboard 9, etc). Committee composition includes members from among all ConnSCU institutions.
ELIGIBILITY:	Full-time faculty member
TERM:	Maximum of 1 year
TIME INVOLVEMENT:	Bi-monthly online meetings (ConnSCU WebEx) and once per semester face-to-face in Hartford.

25. ConnSCU Internet Technology Policy Committee (ITPC)

PURPOSE:	Formal (policy making/advising) committee for all ConnSCU institutions. related to IT infrastructure, security and pedagogy. Committee composition includes tenured Faculty from among ConnSCU campuses plus campus OIT Directors)
ELIGIBILITY:	a) Full-time faculty member b) Tenured
TERM:	Maximum of 1 year
TIME INVOLVEMENT:	Bi-monthly meetings in Hartford at the BOR Office