Southern Connecticut State University

Interdisciplinary Studies (IDS) Steering Committee Bylaws

Article I. Definition:

A. Definition:

The IDS Steering Committee serves as an advisory body to the Director of Interdisciplinary Studies for all aspects of the program, including but not limited to program policies, recruitment, and assessment. The committee helps ensure that interdisciplinary learning opportunities are appropriately carried out at Southern Connecticut State University in accordance with the University's Strategic Plan.

Article II. Membership:

A. Committee Membership:

1. Program Director: The Dean of the College of Arts and Sciences appoints the Director of the Interdisciplinary Studies Program, who also serves as Chair of the committee.
2. Appointed Membership: The Dean of the College of Arts and Sciences, in consultation with the IDS director, appoints two faculty members from each of the academic colleges or schools (Colleges of Arts and Sciences, Education, Health and Human Services, and the School of Business) to serve on the Interdisciplinary Studies Steering Committee. The program director, in consultation with committee members, may recommend up to three additional faculty stakeholders to the Dean of Arts and Sciences for appointment to the committee. These faculty members may come from any of the schools or colleges. Appointments may range from 8-11 members at any given point. All efforts shall be made to have at least two faculty representatives from each of the colleges/schools on the committee.
3. IDS faculty advisors, appointed by the Dean, shall be standing members of the IDS Steering Committee.
4. The Coordinator of Administration for Interdisciplinary Studies shall be a standing member of the IDS Steering committee.
5. Any academic advisors assigned to work directly with IDS majors shall be standing members of the committee.
6. The Program's Assessment Coordinator shall serve as an ex-officio non-voting member of the committee.
7. The immediate past director of Interdisciplinary Studies may serve as an ex-officio non-voting member of the committee for one year after completion of his/her directorship.

B. Voting and Membership:

   1. Voting members: the IDS Steering Committee voting members include appointed faculty from across the disciplines, the Coordinator of Administration for Interdisciplinary Studies, as well as any academic advisors (faculty or non-faculty) working with IDS majors.
   2. All voting on committee matters may happen in person, virtually, or via email.
   3. Any amendment of the bylaws requires previous notice to all committee members and two-thirds vote.
   4. Only voting faculty members of the committee may vote on curriculum.
   5. Quorum is 50% of voting membership +1.

C. Term Appointment:

   1. Representatives from each of the schools will serve two-year terms. Members may seek reappointment after serving their term. The appointed Director of Interdisciplinary Studies, Coordinator of Administration for IDS, and IDS advisors (faculty and non-faculty) shall be standing members of the committee for the duration of their service to the program.

   2. Time Commitment/Meetings: The IDS Steering Committee shall have a minimum of three meetings per semester. The Director may schedule additional meetings as necessary.

Article III. Function:

A. The IDS Steering Committee is responsible for:

   1. Assisting the Director to develop and carry out a clear mission for the program.
   2. Assisting the Director of the Program with developing and implementing an assessment plan.
   3. Helping the Director recruit staff for the IDS program.
   4. Identifying and advocating for resources necessary for the proper functioning of the IDS program.
   5. Reviewing and offering feedback on policies and procedures related to the Interdisciplinary Studies Program.
   6. Helping the Director to develop and implement student recruitment and retention strategies.
   7. All voting faculty members on the committee are also responsible for serving on the IDS Program's Curriculum committee defined below.

B. The IDS Program's Curriculum Committee, in consultation with the IDS Director and assessment recommendations, is responsible for:

1. Reviewing and offering feedback on interdisciplinary courses or concentrations designed specifically for the IDS program to faculty developing those courses.
2. Reviewing, offering feedback, and voting on any proposed changes to the IDS curriculum including but not limited to new courses, program revisions, and course revisions.
3. Helping with the development of new courses and other curricular opportunities (internships, workshops, etc.) to be included in the IDS curriculum.

Revised and Approved on 10/14/20