



# Faculty Handbook

*Table of Contents | A-Z Index | Updates*

## Section 2: Academic Program Organization

### *Program and Policy Boards/Committees/Commissions*

#### **Athletics Governing Board**

The Athletics Governing Board voting membership includes the President of the University, two faculty representatives (one man, one woman), the Director of Intercollegiate Athletics, a representative of the Alumni Association, one at-large representative who serves as an administrator, professional staff or faculty member at the University, a senior woman administrator and two senior student representatives (one man, one woman). The faculty and alumni members are appointed by the Faculty Senate Committee on Committees and the Alumni Association, respectively. The student representatives are the male and female letter winners with the highest cumulative grade point averages after the junior year. The at-large and senior woman administrator representatives are appointed by the President.

The Director of Intercollegiate Athletics shall serve as Secretary of the Board. The Chairperson and Vice Chairperson shall be appointed annually by the Chairperson of the Board of Trustees from among the members of the Athletics Governing Board. Non-voting members shall include one male and one female coach representing aid/no-aid and team/individual sport programs, and four junior student-athletes (two female, two male) with the highest index at the end of their sophomore year. At least one of the four students will be a minority.

The Athletics Governing Board, under the direction of the Trustee Committee on Student Life and Athletics and the Board of Trustees, has responsibility for the university's intercollegiate athletics programs for men and women. The regular meetings of the Athletics Governing Board are held after each sport season during the academic year. Special meetings may be called by the President of the University or Chairperson, as needed. The Athletics Governing Board reports its activities to the Board of Trustees and the Board of Trustees Committee on Student Life and Athletics.

#### **Biohazard Committee**

The Biohazard Committee proposes policies and procedures to provide for the safe use and handling of biologically hazardous materials in teaching and research and to assure protection of humankind, animals, and their environment from such materials.

Members are appointed by the Provost from among faculty who are users of biologically hazardous materials; membership includes the Director of Occupational Health and Safety.

#### **Center for International Studies Advisory Council**

The Center for International Studies Advisory Council advises the Provost and Vice Provost for Academic and International Programs on matters relating to international research, education, and service at the University. To recognize such activities as an integral part of the institution's mission and to insure their quality, the Council formulates policy recommendations and reviews programs initiated by the Center for International Studies. The Council also serves as a major liaison among offices, departments, colleges, and divisions of the University to coordinate and facilitate the development of international programs.

The Council is chaired by the Director of the Center for International Studies, and its membership consists of representatives with interest in and responsibility for international programs. It meets at least twice each year during regular academic terms, and special meetings are called upon due notification of the membership.

#### **Commission on the Status of Women**

The Commission on the Status of Women suggests and assists in the implementation of programs that stimulate thinking regarding the basic social changes occurring in today's society as newly defined roles for women and men emerge. When requested by the University Affirmative Action Coordinator, the Commission cooperates in the analysis of the University's performance with respect to fulfilling equal employment obligations. As requested by appropriate department, college, or University committees, the Commission presents their views on policies and procedures related to the evaluation and advancement of faculty, professional, and staff members. The Commission keeps current the Women's Handbook and issues an annual report on the Status of Women in the University Community.

The Commission reports to the President and consists of 16 members, the majority of whom are women: four faculty members, at least one of whom is of senior rank; one administrator from an academic unit; one member from Professional and Continuing Studies; two professionals; one person from Student Life; two staff; two graduate students; two undergraduate students; and the University Affirmative Action Coordinator.

### **Committee on Information Resource Planning and Management**

The Committee on Information Resource Planning and Management plans, serves as forum, recommends policy, establishes information structure, access and accountability, and reviews University information planning, structure, access and accountability, and integrity and recovery.

The committee is chaired by the Vice President for Information Technologies. The members of the committee are drawn from senior management of affected constituencies, are appointed, and may be removed, by the President. The members include one member from the Office of the Provost, one member from the President's Deans Council, two students (one undergraduate and another graduate), two faculty members recommended by the Faculty Senate President, one member from the Department Chairs' Caucus, ten college representatives as recommended by the College Deans, Director of Libraries, Director of Instructional Technology Center, Chair of the Faculty Senate Committee on Computing, Instructional and Research Support, two members recommended by the Executive Vice President and University Treasurer, Director of Archives, Assistant Vice President for Institutional Research and Planning, one internal auditor and directors of various Information Technologies units. Members are appointed for two-year terms. Generally, recommended members may serve no more than two consecutive terms. The committee meets a minimum of five times per year.

### **University Council on Student Diversity and Success**

The University of Delaware is committed to creating an educational community that is intellectually, culturally and socially diverse, enriched by the contributions and full participation of people from many different backgrounds. Appointed by the Provost, the Council on Student Diversity and Success assists the University in fulfilling its commitment to diversity by ensuring that the goals of the University-wide Student Diversity and Success Initiative are achieved. The Council is composed of faculty, administrators, and students, all of whom are committed to enhancing diversity and student success within the University.

The Council on Student Diversity and Success examines, advises, and reports to the Provost on issues affecting undergraduate and graduate students' diversity and success from a University-wide perspective. The Council promotes, oversees, recommends, and monitors campus practices and programs that support and sustain increased minority student enrollment. It strives to enhance the academic success of minority and other underrepresented students by coordinating and enhancing existing services and creating new services. Annual student diversity and success action plans are developed by the Council in collaboration with University constituents and submitted to the Provost for implementation and approval.

### **President's Commission to Promote Racial and Cultural Diversity**

The President's Commission to Promote Racial and Cultural Diversity (the Commission replaces the Minority Affairs Board) was created to guide the University in creating an educational community that is intellectually, culturally, and socially diverse, enriched by the contributions and full participation of people from different backgrounds. The Commission is charged to promote equity and diversity throughout the fabric of University life for the purpose of enriching the existing intellectual and social community.

The Commission reports to the President and is composed of an executive director, a chairperson, faculty, staff, and student members. Members are appointed by the President and serve staggered terms of office of three years; student members serve one-year terms.

### **Radiation Safety Committee**

The Radiation Safety Committee promotes the best practice in safe handling and use of radioisotopes and radiation producing devices throughout the University campus, regional campuses, affiliated institutions and properties throughout the State of Delaware. The establishment of a Radiation Safety Committee is required by the federal government before an institutional program for the use of radioisotopes in research and development under a broad scope will be licensed.

Membership consists of faculty or professional staff experienced in handling radioisotopes, the use of radiation producing devices, the practice of radiation protection, or those who have a desire to institute practices of safety in regard to radiation, and includes the areas of agriculture, biological sciences, chemistry, engineering, health sciences, marine studies, nursing, physics, the Vice Provost for Research, and the Radiation Safety Officer.

### **Risk Management Advisory Council**

The Risk Management Advisory Council administers and coordinates the Trustee's policy on risk management by (a) maintaining an effective liaison with University faculty, professional and salaried staff members, and students with the goal of having each individual assume personal responsibility for appropriate identification and management of risk; (b) taking the necessary steps to assure that risks are reduced in a cost effective manner at the University in areas that include occupational health and safety, property conservation, security, and environmental protection; (c) recommending policy and procedures and budgetary requirements to the President with respect to identification and management of risk; and (d) keeping the President informed as to the status of risk management and occupational health and safety at the University.

The Council is chaired by the Associate Vice President for Administrative Services. The membership of the Council, appointed by the President, is comprised of individuals representing various academic, administrative, and operational units concerned and involved in maintenance and implementation of risk management and safety at the University.

### **University Council on Teacher Education**

The University Council on Teacher Education advises the Provost and the Dean of the College of Human Resources, Education and Public Policy on all matters relating to teacher education at the University. It formulates policy recommendations in keeping with its primary responsibility to assist the University in fulfilling its mandate for excellence and national leadership in the field of teacher education. Accordingly, it will review, at least annually and more often if deemed necessary by the Provost, the Dean, or the Executive Committee of the Council, all teacher education programs offered by the University. In so doing, it will assess the need for these programs (and any others currently not offered) for the State, region, and nation and make appropriate recommendations. It will serve as a major liaison between the College of Human Resources, Education and Public Policy and other Colleges and divisions of the University also interested or involved in teacher training, bringing to the attention of relevant bodies particular needs or requirements in teacher education. Close cooperation in teacher education among all faculties will be encouraged and assisted by the Council in every possible way.

In practice, the work of the Council is carried out by its Executive Committee, which is composed of no more than two members from each participating college, typically the college's associate dean and teacher education coordinator. The Executive Committee is chaired by the Dean of the College of Human Resources, Education and Public Policy, who is a nonvoting member of the group.

The Executive Committee will meet once each month during the academic year, or more often as required. It will consider issues and questions concerning teacher education, draft policy statements, set other agenda items for presentation to the Council at its semi-annual meetings and, in general, act on behalf of the Council between its sessions.

The Council will meet twice each year during regular academic terms; special meetings may be called upon due notification to the membership by the Provost, the Dean, or the Executive Committee of the Council.

◀ Previous

▲ Up

Next ▶

Copyright © 2004 by the University of Delaware. All rights reserved.