

I.c. Shared Governance

Shared governance committees provide the opportunity for constituent participation in university governance. The spirit and intent of shared governance principles will guide all committees. Shared Governance Committees perform their assigned duties and also provide a vehicle for submission of proposed changes to policy. Shared Governance Committee responsibilities relating to the proposal review process are set forth in Section I.C.7. The shared governance process is the method for the university campus community to propose substantive changes or additions to existing policies or procedures.

All shared governance committees shall operate by majority vote. Routine functions of shared governance committees include regular and timely posting of committee minutes on the shared governance website and reporting to the appropriate Vice Chancellor.

Any issue with regard to the appropriate committee jurisdiction shall be resolved by a majority vote of the Shared Governance Oversight Committee.

I.c.1. Shared Governance Principles:

Communication and Accountability:

- Successful shared governance relies upon consistent, accurate, and timely communication that is multidirectional.
- All participants in the shared governance process (faculty, staff, students, administrators, committees, constituent groups, and administrative groups) are accountable for the proper execution of their roles.

Representation:

- **Proportional Representation:** Committee representation should reflect the particular expertise needed by the committees, the vested interests of constituency groups in the work of the committees, and the degree of primary responsibility over the functioning areas of responsibility of committees that should be attributed to particular constituency groups.
- **Selection of Representatives:** The various constituencies should select their representatives to governance committees.
- **Diverse Representation:** Committee representation should reflect racial, ethnic, and gender diversity.

Procedural Integrity:

- **Openness:** The spirit of shared governance requires both the campus administration and the appropriate governance committee to seek mutually acceptable recommendations for governance. When compromise and concurrence cannot be achieved, it is the responsibility of the administrative officer to make the governance decision. Rationale for the administrative decision will, as legally permissible, be provided from the administrative officers to the involved committee in written form whenever possible. Similarly, a committee response to an administrative request/decision should also be supported with rationale in written form.
- **Notification:** Committees should provide constituencies with opportunities for discussion of policy and procedural issues prior to making final recommendations.
- **Timeliness:** Recommendations and decisions on proposals need to be made in a manner that is timely and appropriate to the issue, yet do not overlook the governance process for the sake of expediency. It may, on occasion, be necessary to use vehicles of collaboration that can be effectively carried out in accelerated periods of time.
- **Oversight:** Assessment and review of shared governance is essential to ensure that shared governance is working as intended.

1.c.2 Shared Governance Oversight Committee

The Shared Governance Oversight Committee (SGOC) manages the shared governance process. It serves as the entry point and the exit point for all shared governance proposals and also serves as the shared governance liaison to the Chancellor. The committee reviews shared governance procedures, insures shared governance committee performance, and responds to possible violations of the shared governance process.

Any committee or constituent that experiences a possible violation of shared governance principles or procedures (but not specific actions, decisions, or recommendations by individual committees in the discharge of their duties) may ask the SGOC to review the issue. The SGOC has 21 calendar days after a direct request is received to make a recommendation in writing to the Chancellor.

The Chancellor shall render a final decision on the recommendation and communicate that decision in writing to the chair of the SGOC with explanation of support, modification, or non-support within 21 calendar days after receipt of the SGOC's recommendation.

The committee also functions as a committee on committees. Retention of existing committees, discontinuation of existing committees, and recommendations for new shared governance committees or changes in

membership or representation are reviewed by the committee. This committee is responsible for the annual review of the shared governance process and for a survey, to be conducted every three years, to assess campus community satisfaction with the shared governance process and present recommendations to the Chancellor.

The SGOC oversees shared governance proposals by establishing the type of review (expedited, full, or extended), assigning tracking numbers, and forwarding the proposal to the appropriate shared governance committee. The determination of expedited, full, and extended review will be made by considering the complexity of the issue, the urgency, and the availability of constituency groups during the summer months or periods when the university is closed for business.

Membership consists of the President of Faculty Senate; President of the Staff Senate; one member of the executive council who possess tenure in an academic department or college, who is selected by the Chancellor, and who will serve in an ex officio non-voting capacity; the Chair of the Academic Deans Council; a Co-Chair of the Chairs Council; four faculty members appointed by the Faculty Senate serving three year staggered terms, at least three of which shall be tenured and one of which shall be the Chair of the Faculty Handbook Committee; four staff members appointed by the Staff Senate serving three year staggered terms, at least one of which shall be a professional non-faculty person ; the President of the Student Government Association; and the President of the Graduate Student Council. Members of the committee may not serve more than six consecutive years without rotating off the committee for at least one year.

The SGOC elects a chair, a vice-chair, and a secretary at the beginning of each academic year. In the event that any officer is unable to serve in that position, a new election for that position will be held. The chair and the vice-chair of the committee may not serve more than two consecutive years in their respective positions without rotating out of the position for at least one year. It is required that at least one faculty member and at least one staff member shall be elected officers of the SGOC each year.

In accordance with the guiding principle of shared governance on a university campus that those with the most direct interest in an issue affecting their constituency group should have the most input regarding that issue, the SGOC will defer to the majority view of the members of that group when reviewing or acting on issues primarily affecting that group in the unlikely event there is disagreement among the committee members on how to handle a particular issue.

I.c.3. Academic Shared Governance:

Definition: Academic shared governance committees are the vehicle by which the faculty influences decisions and courses of action in areas of faculty responsibility

by being informed of, expressing views on, and making recommendations about academic issues affecting the institution. Academic shared governance committees address those areas of activity central to the interests of the faculty and academic programs of the University. Academic shared governance committees must meet at least two times during the fall and spring semesters and be available during the summer to meet as needed.

Academic Shared Governance Committees:

The Academic Shared Governance Committees elect a chair, vice-chair, and a secretary at the beginning of each academic year. In the event that any officer is unable to serve in that position, a new election for that position will be held. The chair and vice-chair of the committee may not serve more than two consecutive years in their respective positions without rotating out of the position for at least a year. Unless otherwise noted, all members will serve a staggered three year term. Student members will serve one year terms. Academic Shared Governance Committees are as follows:

- Academic Budget Committee
- Academic Hearing Committee
- Education and Technology Committee
- Faculty Achievement Awards Committee
- Faculty Handbook Committee
- Faculty Research Awards Committee
- General Education Committee
- Graduate Council
- Honors Council
- Sponsored Programs Committee
- University Admissions, Graduation, and Credit Appeals
- Undergraduate Curriculum Committee
- Undergraduate Enrollment and Academic Policy Committee
- University Promotion, Retention, and Tenure Committee

I.c.4. Institutional Shared Governance:

Definition: Institutional shared governance committees are the vehicle by which the university campus community has the opportunity to participate in shared governance by being informed of, expressing views on, and making recommendations about a wide variety of issues affecting the institution. Institutional shared governance committees address those areas of activity which are of broad interest to the faculty, staff, and students of the University. Institutional shared governance committees must meet at least two times during the fall and spring semesters and be available during the summer to meet as needed.

Institutional Governance Committees:

The Institutional Shared Governance Committees elect a chair, vice-chair, and a secretary at the beginning of each academic year. In the event that any officer is unable to serve in that position, a new election for that position will be held. The chair and vice-chair of the committee may not serve more than two consecutive years in their respective positions without rotating out of the position for at least a year. Unless otherwise noted, all members will serve a staggered three year term with a two term limit. Student members will serve one year terms. Members of Institutional Shared Governance Committees may not serve more than six consecutive years without rotating off the committee for at least one year. Institutional Governance Committees are as follows:

- Buildings, Grounds, and Facilities Committee
- Computers and Technology Committee
- Development, Communication, and Alumni Committee
- Disability Services Committee
- Employee Benefits Committee
- Financial Aid and Scholarship Committee
- Intercollegiate Athletics Committee
- International Students Committee
- Parking and Motor Vehicle Committee
- University Diversity and Affirmative Action Committee

I.c.5 Academic Governance Committee Purposes and Membership

Academic Budget Committee

The Academic Budget Committee (ABC) provides assistance to the Vice Chancellor for Academic Affairs and Research (VCAAR) on budget development as it relates to the goals and overall planning of the unit. Fiscal strategies are discussed which support the growth and development of units which report to the VCAAR office. Assessment strategies also may be employed to evaluate current operations as they relate to budgetary efficiency and effectiveness.

The ABC will consist of two deans appointed by the Academic Deans Council; two chairs appointed by the Chairs Council; two faculty members appointed by the Faculty Senate; and two students, one undergraduate appointed by the SGA and one graduate student appointed by the GSC. The Vice Chancellor for Academic Affairs and Research and the budget officer in the VCAAR office will serve as ex-officio, nonvoting members. The committee reports to the Vice Chancellor for Academic Affairs and Research.

Academic Hearing Committee

The Academic Hearing Committee hears faculty grievances related to terms or conditions of employment such as promotion, retention, termination, salary, and job assignment. The committee reports to the Chancellor.

Membership is composed of a pool of 21 full-time tenured faculty members selected by the Executive Committee of the Faculty Senate. All colleges will be represented and membership will be diverse with regard to academic discipline, gender, race, and ethnicity. In an effort to maintain objectivity, a faculty member may only serve on one grievance committee at a time. Thus, a faculty member cannot serve simultaneously on the Academic Hearing Committee, a college grievance committee, or a departmental grievance committee.

The chair of the committee must be a tenured faculty member who has recently served on the committee. When a grievance reaches the level of the committee, the chair of the Academic Hearing Committee will notify the Chancellor. The Chancellor will select a subcommittee of seven from the committee to hear each grievance after consultation with the chair of the committee. The Chancellor also will select a Dean, from among the pool of Academic Deans, and a Department Chair, from the pool of all Department Chairs, to serve for each subcommittee after consultation with the chair of the committee. The committee chair will serve as the nonvoting chair for all subcommittees. Each subcommittee will elect one member to serve as secretary to prepare reports of the proceeding for the grievance being heard. The Chancellor will select a replacement from the

committee for any member of a subcommittee who recuses or will not be available for the duration of the hearing.

In alleged discrimination cases, three additional tenured professors, serving on the University Diversity and Affirmative Action Committee, will join the University Hearing Committee. The two parties in the grievance shall each choose one member from the University Diversity and Affirmative Action Committee; the two selected members from the University Diversity and Affirmative Action Committee will select a third person from the University Diversity and Affirmative Action Committee. The Office of Human Resource Services will assemble any necessary materials, arrange facilities, and maintain the official written record of the hearing.

The Associate Vice Chancellor for Administration or his/her designee will serve as an ex-officio, nonvoting member of the committee for the purpose of providing advice and assistance on university procedural and policy matters. The Associate Vice Chancellor for Administration will be present for the initial presentation of the grievance to the committee and during any formal hearing. The Associate Vice Chancellor for Administration will not be present during committee discussions and deliberations unless asked to attend; however, he/she will review the committee's report of findings and its recommendations for technical and/or legal issues prior to submission to the Chair of the Academic Hearing Committee. In discrimination cases, the Affirmative Action Coordinator acts as an advisor in addition to the Associate Vice Chancellor for Administration.

Education and Technology Committee

The purpose of this committee is to address issues concerning technology assisted education including the implementation of courses and/or degrees at distant sites. Membership consists of the Director of the Center for Learning Technology (CLT); four tenured/tenure track faculty members appointed by the Faculty Senate and one department chair selected by the Chairs Council, all having web and/or technology assisted teaching experience to a degree center; two undergraduate students appointed annually by the SGA and one graduate student appointed annually by the GSC who have experience with distance education. The Dean of Regional Programs will serve as an ex-officio, nonvoting member.

The committee reports to the Vice Chancellor for Academic Affairs and Research concerning relevant issues pertaining to distance education.

Faculty Achievement Awards Committee

The Faculty Achievement Awards Committee is responsible for proposing guidelines and procedures and selecting recipients of the faculty awards for teaching, research, and service.

Membership consists of a faculty member from each college, one department chair, one dean, and one community representative. These appointments are made on an annual basis by the Vice Chancellor for Academic Affairs and Research in consultation with colleges. The Student Government Association will appoint one undergraduate student and the Graduate Student Council will appoint one graduate student to serve on this committee each year.

The committee reports to the Vice Chancellor for Academic Affairs and Research.

Faculty Handbook Committee

The Faculty Handbook Committee reviews *Faculty Handbook* issues and recommends proposed changes. The Faculty Handbook can recommend editorial changes without constituent involvement. Editorial changes are changes in punctuation, wording, or grammar that do not affect the content or meaning of the text. Such editorial changes shall be recommended through the Faculty Handbook Committee directly to the VCAAR who shall promptly forward the proposed change with recommendation to the Chancellor who shall submit it to the President and Board for decision and implementation if appropriate. The Faculty Handbook Committee is comprised of nine members appointed by the Faculty Senate. The members will include seven tenured faculty members, a dean and a chair appointed by the Senate in consultation with the respective Councils. Each college will be represented. The committee reports to the Vice Chancellor for Academic Affairs and Research.

Faculty Research Awards Committee

The Faculty Research Awards Committee proposes criteria and procedures for awarding university sponsored research grants, reviews and recommends the awarding of university sponsored research grants, and reviews compensated leave requests and makes recommendations as to which should be awarded. Additionally, the committee reviews applications and selects recipients of the Nathan Deutsch and Eleanor Lane Grants.

Membership consists of one faculty member from each college appointed by the Faculty Senate (appointments should be faculty members knowledgeable about research issues and concerns), and one representative appointed by the Chairs Council. The Associate Vice Chancellor for Research and Technology Transfer will serve as an ex-officio, nonvoting member.

The committee reports to the Vice Chancellor for Academic Affairs and Research.

General Education Committee

The purpose of the General Education Committee (GEC) is to provide guidance and direction to the VCAAR to improve the quality and relevance of the University's general education curriculum. The GEC considers proposals for

modification of the general education curriculum and reviews each course in the general education program once every three-years to determine its acceptability as a general education course. The GEC will review assessment data on the general education program provided by the Assessment Office and make recommendations to the VCAAR.

Membership on the GEC consists of one faculty representative from each of these Colleges: Agriculture, Business, Communications, Education, Engineering, Fine Arts, Honors, Nursing and Health Professions, and University College. The College of Humanities and Social Sciences will be represented by three faculty representatives (from different departments) and the College of Sciences and Mathematics will be represented by two faculty representatives (from different departments). The Independent Department of Military Science will have one nonvoting, ex-officio faculty representative. The Associate Vice Chancellor for Academic Affairs and Director of Assessment Services will serve as ex-officio, nonvoting members.

The chair, who must be tenured, will serve a three-year term and may not be reappointed to a consecutive three-year term. Members of the committee will be tenured faculty with a minimum of three-years of continuous service prior to serving on the committee. Each college will be responsible for determining the selection of its representative(s).

In those cases where there is an issue affecting a broad area of the general education core that is not represented by the composition of the current committee, a representative from the area not represented must be invited to attend the meeting and be afforded the opportunity to participate in the discussions before action is taken.

The committee reports to the Vice Chancellor for Academic Affairs and Research.

Graduate Council

The Graduate Council provides guidance and direction for the university's graduate programs. The Council considers and recommends graduate curriculum changes and new programs; policies on graduate admission, academic standards, and graduation requirements; policies on graduate faculty status; policies regarding graduate assistants; and policies on graduate stipends and assistantships and their distribution to programs.

Membership on the Graduate Council consists of one tenured graduate faculty member from each college with graduate programs. Colleges with doctoral programs will have an additional faculty representative from the doctoral program(s). Two graduate students appointed by the Graduate Student Council will serve on the committee. The Graduate Dean and the Director of Assessment Services will serve on the Council as ex-officio, nonvoting members.

This council reports to the VCAAR through the Dean of the Graduate School.

Honors Council

The Honors Council develops ideas, evaluates proposals for honors classes submitted by faculty to the respective College Honors Committees, and works closely with the Dean of the Honors College on all major aspects of the program.

Membership consists of the chairs of the College Honors Committees or their elected representative, the Dean of the Honors College or the Dean's designee, and two students recommended by students in the Honors College and appointed by the SGA will serve on the committee.

This council reports to VCAAR through the Dean of the Honors College.

Sponsored Programs Committee

The Sponsored Programs Committee reviews and recommends policy with regard to externally funded grants and contracts.

Membership consists of four faculty members appointed by the Faculty Senate (faculty should be currently active or have a history of externally sponsored research activity); Associate Vice Chancellor of Research and Technology Transfer; Director of the Arkansas Biosciences Institute; Director of Sponsored Programs; and one representative from each of the following offices: Vice Chancellor for Academic Affairs and Research, Vice Chancellor for Finance and Administration, and Vice Chancellor for University Advancement.

The committee reports to the Vice Chancellor for Academic Affairs and Research through the Associate Vice Chancellor of Research and Technology Transfer.

Undergraduate Admission, Graduation, and Academic Credit Appeals Committee

The Undergraduate Admission, Graduation, and Academic Credit Appeals Committee serves as an appeals committee for students contesting decisions of college admissions and credits committees on university requirements such as admission standards, graduation requirements, and academic credit.

Membership consists of the chair of each college admissions and credits committee and three students appointed by the SGA. The Registrar, Assistant to the Chancellor for Diversity Initiatives, Director of Admissions, and a representative from the Office of Student Affairs will serve as ex-officio, nonvoting members.

Recommendations for individual student appeals concerning university requirements for graduation or academic requirements will be forwarded to the office of the Vice Chancellor for Academic Affairs and Research with a copy to the Vice Chancellor for Student Affairs.

Recommendations concerning university requirements for admission will be forwarded to the office of the Vice Chancellor for Student Affairs with a copy to the Vice Chancellor for Academic Affairs and Research.

Undergraduate Curriculum Committee

The primary role of the Undergraduate Curriculum Committee (UCC) is to advise the Vice Chancellor for Academic Affairs and Research about all undergraduate curriculum development within the University. The committee considers individual course proposals, undergraduate bulletin changes, and institutional termination or modification of academic programs.

Membership on the UCC consists of the academic college curriculum committee chair (elected by the college) from the Colleges of Agriculture, Business, Communications, Education, Engineering, Fine Arts, Nursing and Health Professions, Humanities and Social Sciences, and Sciences and Mathematics and one representative appointed annually by the Student Government Association. Nonvoting members will include the Registrar and one representative from Honors College, University College, Regional Programs, Assessment Services, and the Library. Nonvoting members, with the exception of the Registrar, will be expected to participate on subcommittees. The Associate Vice Chancellor of Academic Services will serve as ex-officio, nonvoting chair.

The committee reports to the Vice Chancellor for Academic Affairs and Research.

Undergraduate Enrollment and Academic Policy Committee

The Undergraduate Enrollment and Academic Policy Committee is responsible for studying and recommending undergraduate admission and retention policies and standards to the VCAAR and recommending undergraduate recruitment policies and standards to the VCSA.

Membership consists of three undergraduate students appointed by the Student Government Association; one faculty member from each college; two deans appointed by the Academic Deans Council; two chairs appointed by the Chairs Council; and one representative from each of the following offices: Admissions, Financial Aid and Scholarships, Advising Services, International Programs and Scholar Services, Registrar, Diversity Office, Academic Affairs and Research, and one data resource person from Institutional Research. The Dean of Enrollment Services and Associate Vice Chancellor for Academic Services will serve as ex-officio, nonvoting members.

The committee reports to the Vice Chancellor for Academic Affairs and Research or the Vice Chancellor for Student Affairs as appropriate.

University Promotion, Retention and Tenure Committee

The UPRTC reviews and recommends changes in university policy and procedures on promotion, retention and tenure. This committee reviews all college and department PRT guidelines for consistency and compliance with university policy and approves these documents annually.

The chair of each college PRT Committee will serve on the University Promotion, Retention, and Tenure Committee (UPRTC). The UPRTC reviews all applications for promotion and tenure.

The committee forwards its recommendations to the Vice Chancellor for Academic Affairs and Research.

I.c.6. Institutional Governance Committees:

Buildings, Grounds, and Facilities Committee

The Buildings, Grounds, and Facilities Committee reviews space utilization, facility planning, campus improvements, facility maintenance, and campus appearance. The committee will review any concerns about the aforementioned made by faculty, staff, or students.

Membership consists of the Executive Staff; one dean appointed by the Academic Deans Council; one chair appointed by the Chairs Council; the Assistant Vice Chancellor for Facilities Management; two faculty members appointed by the Faculty Senate; the chair of the Disability Services Committee; two staff members appointed by the Staff Senate; one undergraduate student appointed by the SGA; and one graduate student appointed by the GSC.

The committee reports to the Vice Chancellor for Finance and Administration.

Computers/Technology Committee

The Computers/Technology Committee coordinates computer and technology implementation.

Membership consists of two undergraduate students appointed by the Student Government Association; two graduate students appointed by the Graduate Student Council; four faculty members appointed by the Faculty Senate (faculty chosen with computing and instructional technology expertise); the Director of the Center for Learning Technology (CLT); two staff members appointed by the Staff Senate; one dean appointed by the Academic Deans Council; one chair appointed by the Chairs Council; the Chief Information Officer or designee; the Director of the Instructional Video Network; and one representative appointed from each of the following offices: Research and Technology Transfer, Arkansas Biosciences Institute, Academic Affairs and Research, Finance and Administration, and the Library.

The committee reports to the Vice Chancellor for Finance and Administration and the Vice Chancellor for Academic Affairs and Research.

Development, Communications, and Alumni Committee

The Development, Communications, and Alumni Committee advises and makes recommendations on issues concerning fund raising, communications, and alumni relations.

Membership consists of three undergraduate students appointed by the Student Government Association; two graduate students appointed by the Graduate Student Council; one faculty member from each college appointed by the Faculty Senate; two staff members appointed by the Staff Senate; two deans appointed by the Academic Deans Council; one chair appointed by the Chairs Council; Assistant to the Chancellor for Diversity Initiatives; Director of Alumni Relations; Director of Development; Director of University Communications; Director of Publications and Creative Services; Director of the Museum; and the Director of the Arkansas Biosciences Institute.

The committee reports to the Vice Chancellor for University Advancement with copies to the Vice Chancellor for Student Affairs and the Vice Chancellor for Academic Affairs and Research.

Disability Services Committee

The Disability Services Committee reviews compliance with legal requirements regarding disabilities; ensures needs are met for students, faculty, and staff with disabilities; and recommends specific solutions for disability-related problems to university programs and offices.

Membership consists of three undergraduate students appointed by the Student Government Association; two graduate students appointed by the Graduate Student Council; four faculty appointed by the Faculty Senate; four staff members appointed by the Staff Senate; Director of Parking; Associate Vice Chancellor for Facilities Management; and Assistant to the Chancellor for Diversity Initiatives. One external representative appointed by the Vice Chancellor for Student Affairs and the Director of Disability Services shall serve as ex-officio, nonvoting members.

The committee reports to the Vice Chancellor for Student Affairs with copies to the Vice Chancellor for Finance and Administration and the Vice Chancellor for Academic Affairs and Research.

Employee Benefits Committee

The Employee Benefits Committee reviews policies for employee benefits and requests for leave funding from the Catastrophic Leave Bank.

Membership consists of four faculty members and two retired faculty members appointed by the Faculty Senate; four staff members (two classified and two non-classified) plus two retired staff members (one classified and one non-classified) appointed by the Staff Senate; a representative from Human Resources; and a representative from the Finance and Administration office.

The committee reports to the Vice Chancellor for Finance and Administration.

Financial Aid and Scholarships Committee

The Financial Aid and Scholarships Committee is responsible for recommending minimum standards for receiving and maintaining financial aid through federal, state, and university financed programs. The committee serves as the selection committee in awarding privately funded scholarships that do not have specified selection committees and hears scholarship and financial aid appeals.

Membership consists of three students appointed by the Student Government Association, (one of whom is a student athlete); one graduate student appointed by the Graduate Student Council; four faculty members appointed by the Faculty Senate; one dean appointed by the Academic Deans Council; one chair appointed by the Chairs Council; two representatives from Financial Aid appointed by the VCSA, (one in the scholarship area); the Assistant to the Chancellor for Diversity Initiatives; and one representative from each of the following offices: Admissions, Research and Academic Affairs, Finance and Administration, and University Advancement. The Dean of Enrollment Services shall serve as an ex officio, nonvoting member.

The committee reports to the Vice Chancellor for Student Affairs with copies to the Vice Chancellor for Academic Affairs and Research, the Vice Chancellor for Finance and Administration, and the Vice Chancellor for University Advancement.

Intercollegiate Athletics Committee

The Intercollegiate Athletics Committee reviews and makes recommendations on issues involving the welfare of student athletes, the role of athletics in campus life, and the athletics program's compliance with the university, conference, and NCAA regulations; serves as a search advisory committee for key athletics program personnel; reviews the role of existing and potential sports programs; and reviews the athletics budget.

Membership consists of four students appointed by the Student Government Association (one should be a student-athlete); four faculty members appointed by the Faculty Senate; one Faculty Athletic Representative appointed by the

Chancellor; one executive staff member appointed by the Chancellor; the Dean of University College; two staff members appointed by the Staff Senate; Student Government Association and Student Activities Board Presidents; and representatives from the following external organizations: Alumni Association, Indian Club, Letterman's Club, and the Jonesboro Regional Chamber of Commerce ASU Committee. The Director of Intercollegiate Athletics and the Senior Women's Athletic Administrator serve as ex-officio, nonvoting members. The Chancellor appoints a chair at the beginning of each academic year.

The committee reports to the Chancellor.

International Students and Scholars Committee

The International Students and Scholars Committee addresses concerns that arise for international students, scholars, and visiting faculty.

Committee members should have some experience with or specific interest in non-U.S. cultures/students. Membership consists of the Vice Chancellor for Academic Affairs and Research, four international students two of whom shall be undergraduate students appointed by the Student Government Association and two of whom shall be graduate students appointed on an annual basis by the Graduate Student Council in consultation with the International Student Association and the Office of International Programs; five faculty members appointed by the Faculty Senate; two staff members appointed by the Staff Senate (one classified and one non-classified); Director of Admissions; Director of Student Health; Registrar; the Dean of the Graduate School; and the Director of the Office of International Programs. The Associate Dean for Enrollment Management, the Director of International Programs, and the Assistant to the Chancellor for Diversity Initiatives will serve as ex-officio, nonvoting members. The Vice Chancellor for Academic Affairs and Research or the Chancellor's designee shall serve as chair of the committee.

This committee reports to the Chancellor.

Parking and Motor Vehicle Committee

The Parking and Motor Vehicle Committee reports on parking and regulations for operating a motor vehicle on campus and serves as an appeal body for anyone wishing to appeal a citation.

Membership consists of three students appointed by the Student Government Association; three faculty members appointed by the Faculty Senate; three staff members appointed by the Staff Senate; and a representative from Disability Services. The Director of Parking Services serves as an ex-officio, nonvoting member.

The committee reports to the Vice Chancellor for Student Affairs.

University Diversity and Affirmative Action Committee

The University Diversity and Affirmative Action Committee reviews university affirmative action programs and serves as a source of committee members for hearings involving alleged discrimination.

Membership consists of four students appointed by the Student Government Association; one graduate student appointed by the Graduate Student Council; five faculty members appointed by the Faculty Senate; and five staff members appointed by the Staff Senate. The Assistant to the Chancellor for Diversity Initiatives and the Affirmative Action Officer serve as ex officio, nonvoting members.

The committee reports to the Chancellor.

1.c.7. Shared Governance Proposal Review Process

Shared Governance Oversight Committee Proposal Routing

Shared Governance Process	Date Received	Date Forwarded	Type of Review (extended, full or expedited)	Action
SGOC Chairperson/SGOC			5,3,or 2 days	Establish type of review and forward to SGC
SGC Chairperson/SGC			5,3,or 2 days	Forward to Constituency Groups
Constituency Chair/Constituency Groups			21, 14, or 7 days	Forward comments to SGC
SGC			21, 14, or 7 days	Prepare final draft for voting and forward to SGOC or recommend to SGOC the proposal be withdrawn
SGOC			5,3,or 2 days	Return to Constituency Groups for Up/Down vote
Constituency Groups			21 days	Vote and notify SGOC of vote
SGOC			5,3,or 2 days	Tally vote results from Constituency Groups and make final report to Chancellor
Chancellor			10 days	Inform Campus Community of support and forward

				to President as appropriate or if unsupported, inform Campus Community of rationale for decision
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