



# Committee Structure 2012



# 6 Standing University Committees

- Shared governance
- Academic Resources
- Teaching, Learning and Assessment
- Personnel
- Student Experience
- Academic Opportunities and Oversight



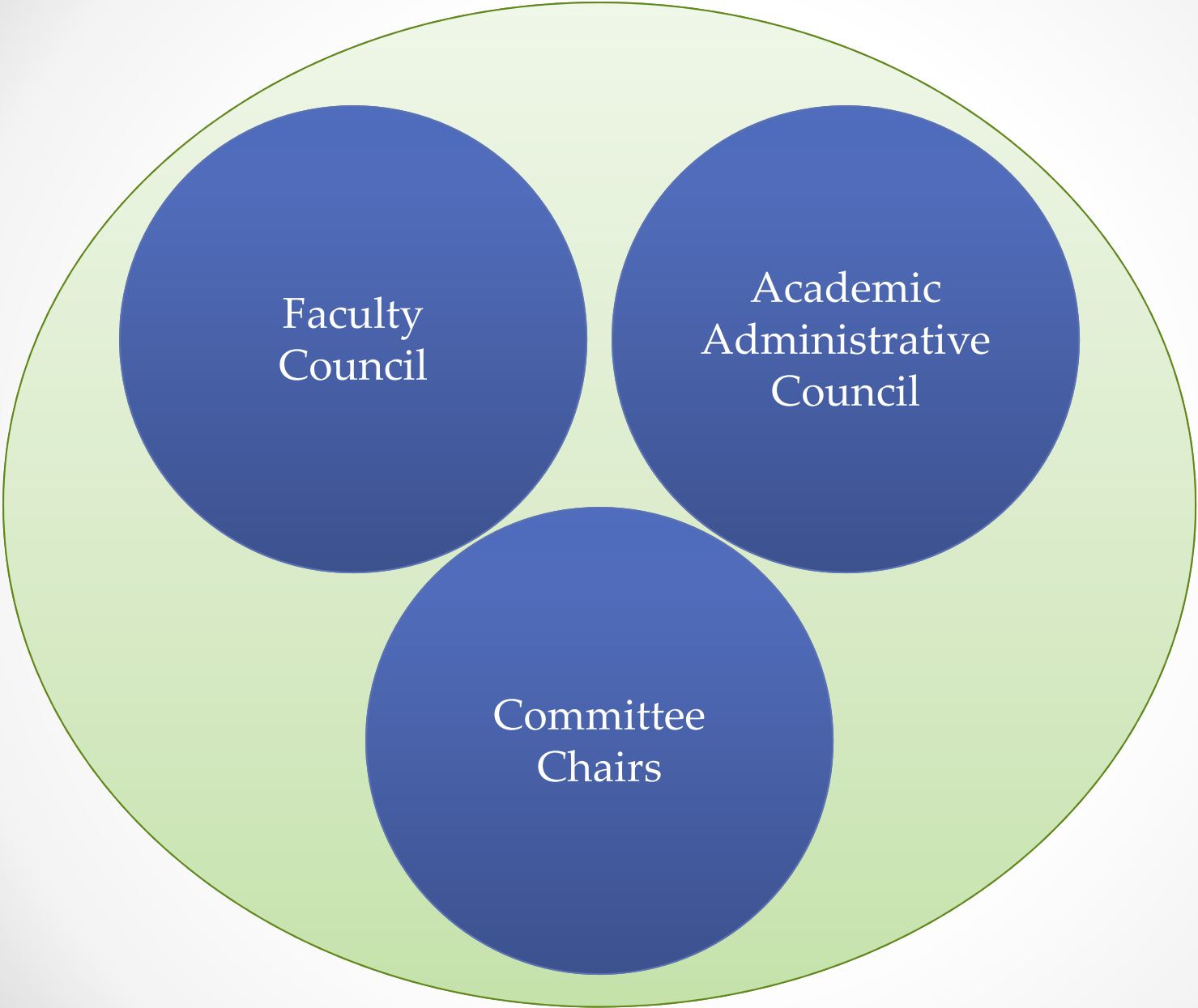
# Shared Governance Committee

2012-13



# Shared Governance

|                       |                 |   |
|-----------------------|-----------------|---|
| <b>Pastore, Chris</b> | <b>Co-Chair</b> | <b>Chair, Faculty Council</b>                 |
| <b>Swearer, Randy</b> | <b>Co-Chair</b> | <b>Chair, Academic Administrative Council</b> |
| Breiner, David        | Member          | ABE College Representative                    |
| Malhotra, DK          | Member          | DEC College Representative                    |
| Pierce, John          | Member          | SHLA College Representative                   |
| Christoffersen, Sue   | Member          | At Large                                      |
| Klinkhammer, Barbara  | Ex officio      | Dean, ABE                                     |
| Kander, Ron           | Ex officio      | Dean, DEC                                     |
| Baker, Matt           | Ex officio      | Dean, SHLA                                    |
| Kolodner, Ellen       | Ex officio      | CPS   |
| Phillips, Claudia     | Member          | Chair UPC                                     |
| Fleming, Rob          | Member          | Chair, AOO                                    |
| Goldman, Evan         | Member          | Chair, ARC                                    |
| Kimmelman, Barbara    | Member          | Chair, TLA                                    |
| Shain, Rick           | Member          | Chair, SE                                     |



Faculty  
Council

Academic  
Administrative  
Council

Committee  
Chairs

# Faculty Council

- Create and maintain communication pathways with all faculty.
- Run elections and fill empty positions on faculty standing committees, as necessary.
- Create a forum to hear appeals from negative recommendations from the University Personnel Committee and make final recommendations to the Provost and President.
- Identify faculty development needs and recommends to Shared Governance Committee.
- Provide a structured space for airing of faculty grievances. Provide the President/Provost with faculty feedback on performance of administrative offices.



# Academic Administrative Council

- Creates and maintains communication pathways with administrative offices.
- Identify initiatives that require *ad hoc* committee formation and brings them to the Shared Governance Committee.
- Chair of the Academic Administrative Council will keep minutes of the Academic Administrative Council and communicate them to the Shared Governance Committee.



# Shared Governance

- Coordinate work on issues that span more than one University committee.
- Communicate the work of the standing and *ad hoc* committees to the University community
- Serve as a forum for the faculty, Provost, President or Trustees for introducing, discussing and evaluating developing University issues.
- Help form *ad hoc* committees as needed and guide the process when they warrant becoming standing committees.
- Advise the Provost in the development of the academic calendar.
- Address issues about adjunct faculty rights and responsibilities.
- Hold a faculty vote on any changes to the University mission.
- Hold a faculty vote on any changes to the University Institutional Learning Outcomes.







# University Academic Resources Committee

2012-13



# Academic Resources

| <b>Goldman, Evan</b> | <b>Chair</b> | <b>At Large</b>                 |
|----------------------|--------------|---------------------------------|
| Ku, Kihong           | Member       | ABE Representative              |
| Godley, Lyn          | Member       | DEC Representative              |
| Laine, Evan          | Member       | SHLA Representative             |
| Ashley, Jeff         | Member       | At-Large                        |
| Fryer, Rob           | Member       | At-Large                        |
| Likens, Jane         | Member       | At-Large                        |
| Keathley, Gwynne     | Ex Officio   | Provost                         |
| Klinkhammer, Barbara | Ex Officio   | Dean, ABE                       |
| Kander, Ron          | Ex Officio   | Dean, DEC                       |
| Baker, Matt          | Ex Officio   | Dean, SHLA                      |
| Cepull, Jeff         | Ex Officio   | Office Information<br>Resources |
| Aggreh, Julio        | Ex Officio   | Registrar Office                |
| Gorski, Stan         | Ex Officio   | Library                         |
| Hartman, James       | Advisory     | Business Office                 |
| Irwin, Lynda         | Advisory     | ABE MAO                         |
| Sunderland, Mark     | Advisory     | DEC MAO                         |
| Brennan, Patty       | Advisory     | SHLA MAO                        |
| Royhouse, Marion     | Advisory     | Director Nexus                  |
| Becker, Tom          | Advisory     | Facilities                      |

# Faculty

Faculty College Representatives  
(Chairs of the College ARCs)

Kihong Ku (ABE)

Lyn Godley (DEC)

Evan Laine (SHLA)

Faculty at Large

Evan Goldman (Chair of UARC)

Jeff Ashley

Rob Fryer

Jane Likens

# Administrators – *ex officio*

|                                 |                                 |
|---------------------------------|---------------------------------|
| Provost's office                | Gwynne Keathley (Vice Provost)  |
| Dean-level                      | Barbara Klinkhammer (Dean, ABE) |
|                                 | Ron Kander (Dean, DEC)          |
|                                 | Matt Baker (Dean, SHLA)         |
| Office of Information Resources | Jeff Cepull                     |
| Registrar Office                | Julia Aggreh                    |
| Library                         | Stan Gorski                     |

# Administrators – *advisory*

|                                       |                       |
|---------------------------------------|-----------------------|
| Business Office                       | Kerry Rapp            |
| Managers of Academic Operations       | Lynda Irwin (ABE)     |
|                                       | Mark Sunderland (DEC) |
|                                       | Patty Brennan (SHLA)  |
| Director of Teaching Innovation/Nexus | Marion Roydhouse      |
| Facilities                            | Tom Becker            |



# University Teaching, Learning and Assessment Committee

2012-13



# Teaching, Learning and Assessment

|                           |                 |                                     |
|---------------------------|-----------------|-------------------------------------|
| Kimmelman, Barbara        | <b>Co-Chair</b> | <b>At Large</b>                     |
| <b>Thatcher, Patricia</b> | <b>Co-Chair</b> | <b>Learning &amp; Advising</b>      |
| Phillps, Lisa             | Member          | ABE                                 |
| Samoni, Leslie            | Member          | DEC                                 |
| Van Dahm, Stacey          | Member          | SHLA                                |
| Wilson, Rachel            | Member          | At-Large                            |
| Lim, Chae Mi              | Member          | At-Large                            |
| Keathley, Gwynne          | Ex Officio      | Provost                             |
| Royhouse, Marion          | Ex Officio      | Director Nexus                      |
| Kolodner, Ellen           | Ex Officio      | CPS                                 |
| Alston, Shana             | Ex Officio      | Student Life Assessment Coordinator |
| Weiss, Marcia             | Advisory        | DEC Assessment Advocate             |
| Van Dahm, Stacy           | Advisory        | SHLA Assessment Advocate            |
| Name?                     | Advisory        | ABE Assessment Advocate             |
| Shane, Jordanna           | Advisory        | Library                             |
| Student                   | Member          | At Large                            |
| Student                   | Member          | At Large                            |

# University Teaching, Learning and Assessment Committee

- It's new!
- It has committee presence at the University and College levels
- Notable in having elected faculty serve with staff and administrators on a standing committee devoted to assessment
- Its mission: to lead and guide assessment work at the university, research and disseminate best practices, plan workshops







# University Personnel Committee

2012-13



# Personnel

|                   |        |                     |
|-------------------|--------|---------------------|
| Phillips, Claudia | Chair  | At Large            |
| Baseman, Frank    | Member | At Large            |
| Bower, Anne       | Member | At Large            |
| Hanson, Valerie   | Member | At Large            |
| Hermann, Carol    | Member | At Large            |
| Weiss, Marcia     | Member | At Large            |
| Carnell, Jack     | Member | ABE Representative  |
| Geroge, Brian     | Member | DEC Representative  |
| Dinero, Steve     | Member | SHLA Representative |

## Charges:

- **Cooperate** with other University stakeholders to **clearly define, communicate, evaluate**, and when appropriate, **recommend revisions** to University expectations of faculty workload and performance with regard to professional development (research, practice, professional work and service), teaching, and service to the University and external community.
- **Establish clearly communicated guidelines, policies and procedures** concerning the responsibilities attached to the performance of peer review and committee review of applications for contract renewal, tenure and promotion.
- Establish clearly communicated guidelines, policies and criteria for **evaluation for promotion of faculty with additional administrative and/or research responsibilities** appropriate to their contract.
- **Routinely reevaluate** and **recommend revisions** to guidelines and policies concerning criteria for contract renewal, tenure and promotion for all contract types, and initial appointments that include the conferral of rank in adherence with explicitly defined and communicated expectations.
- **Communicate** annually **to the College Personnel Committees** the established criteria, policies and procedures concerning contract renewal, tenure, promotion, and sabbaticals, including any changes thereto.



## Charges (cont.):

- **Work with the Provost and Executive Deans** to ensure adherence to policies and procedures governing contract renewal in all academic units of the University.
- **Review negative decisions** on short-term and seven-year contracts from the College Personnel Committee.
- **Review the promotion, contract renewal and tenure requirements** and procedures including nomenclature and contract duration, and candidate application timelines. Make recommendations, as appropriate.
- Establish a procedure for faculty to **change contract type**.
- Assure that all deliberations of the Committee are **confidential**.
- **Forward grievance issues** to the Faculty Council.
- Annually review and when appropriate revise its own charges in coordination with the Shared Governance Committee.



# University Student Experience Committee

2012-13



# Student Experience

| <b>Shain, Rick</b> | <b>Chair</b> | <b>At Large</b>        |
|--------------------|--------------|------------------------|
| Harnish, Chris     | Member       | ABE                    |
| Wyatt, Nioka       | Member       | DEC                    |
| Tiemeyer, Phil     | Member       | SHLA                   |
| Hand, Anne         | Member       | At-Large               |
| Cooper, Gavin      | Member       | At-Large               |
| Thatcher, Pat      | Ex Officio   | Learning & Advising    |
| Aggreh, Julia      | ex officio   | Registrar              |
| Calder, Susan      | Ex Officio   | CPS                    |
| Representative     | Ex Officio   | Office of Student Life |
| Howard, Nancy      | Advisory     | DEC Advising Advocate  |
| Herman, Carol      | Advisory     | ABE Advising Advocate  |
| Tiemeyer, Phil     | Advisory     | SHLA Advising Advocate |
| Govoni, Mark       | Advisory     | Dean/Students          |
| Potts, Greg        | Advisory     | Office of Admissions   |
| Student            | Member       | At Large               |
| Student            | Member       | At Large               |
| Student            | Member       | At Large               |

# Charges

- The University Student Experience Committee has a number of different charges, some of which are policy-oriented, others that are more judicial in emphasis.
- The Committee meets in the final week of each month and has two sub-committees – one deals with academic integrity and one focuses on student engagement.
- A very important function of the committee is to schedule and conduct hearings regarding academic dismissal and readmission appeals.



**PhilaU**

PHILADELPHIA UNIVERSITY

Academic

Opportunities and  
Oversight Committee

2012-13





# Academic Opportunities and Oversight

| <b>Fleming, Rob</b>  | <b>Chair</b> | <b>At Large</b>     |
|----------------------|--------------|---------------------|
| Dunham, Donald       | Member       | ABE                 |
| Howard, Nancy        | Member       | DEC                 |
| Jones, Katharine     | Member       | SHLA                |
| Frosten, Susan       | Member       | At Large            |
| Baker, Amy           | Member       | At Large            |
| Tulante, Meriel      | Member       | At Large            |
| Swearer, Randy       | Ex officio   | Provost             |
| Klinkhammer, Barbara | Ex officio   | Dean, ABE           |
| Kander, Ron          | Ex officio   | Dean, DEC           |
| Baker, Matt          | Ex officio   | Dean, SHLA          |
| Schrand, Tom         | Ex officio   | College Studies     |
| Congdon, Frank       | Ex officio   | CPS                 |
| Roydhouse, Marion    | Advisory     | Nexus Learning      |
| Nandikolla, Vidya    | Advisory     | DEC Nexus Advocate  |
| Frosten, Susan       | Advisory     | ABE Nexus Advocate  |
| Jones, Katharine     | Advisory     | SHLA Nexus Advocate |

# The Big Picture

- **Academic Operations and Oversight**
  - We are a “strategic” committee with a Trans-College perspective with an emphasis on interdisciplinary and collaborative work
  - Incubate and develop new programs and new initiatives from a University perspective through the *Curriculum Innovation Space*
  - Provides oversight to the College Education Committee when necessary
- **College Education Committee**
  - Approves new graduate and undergraduate programs and courses



# AOO Schedule for the 2012 -13 Academic Year

**1st Thursdays: 12:30PM – 1:30PM** (1:30 – 2:30 if needed)  
College Education Committee Meetings

**2nd Thursdays: 12:30PM – 1:30PM** (1:30 – 2:30 if needed)  
Academic Operations and Oversight (College Reps attend)

**3rd Thursdays: 12:30PM – 1:30PM** (1:30 – 2:30 if needed)  
[Additional College Education Committee Meetings if needed]

**4th Thursdays: 12:30 – 1:30** (1:30 – 2:30 if needed)  
Academic Operations and Oversight – (Curriculum Innovation Space?)

