

College of Business Committees

The Dean, as Chief Executive Officer of the College, is responsible, in conjunction with the College faculty for developing administrative policies and programs. The Dean or his representative is an ex-officio member of all standing College committees.

Standing Committees

College Administrative Committee

The College Administrative Committee (CAC) comprises the Dean, Associate Dean, department heads (chairs, director(s), Director of MBA Programs, Director of Undergraduate Studies, center directors, the College Development Officer and the Director of Communications and External Relations. The CAC is responsible for the development of "action agendas" to implement strategies, policies, and procedures.

Faculty Executive Committee

As noted in the Faculty Charter, the Faculty Executive Committee (FEC) is the representative voice of the College faculty. Elected by and responsible to the College faculty, the FEC represents the faculty in appropriate matters of faculty jurisdiction and concern and facilitates communication between the College faculty and the Office of the Dean. The FEC comprises two elected members from each department or school. The terms of members are two years with one member from each department or school elected each April to take office the following August. A Chair and Vice Chair are elected by majority vote of the FEC to serve one year terms.

The FEC meets at least once each semester during the regular academic year; additional meetings may be called by the Chair, upon request to the Chair of a Committee member, or by the Dean.

Doctoral Programs Committee

Curriculum planning, review, and revision is an ongoing process for the College's doctoral program. Curriculum planning is the responsibility of departmental program areas and the Doctoral Program Committee. The Doctoral Program Committee comprises doctoral coordinators from each department; the Associate Dean serves as an ex-officio member of this committee and has oversight responsibility for planning and evaluation processes and budget.

Research and Scholarship Committee

The Research and Scholarship Committee is responsible for advising the Dean on matters pertaining to policies and procedures to promote growth, excellence, and integrity in research and creative activity throughout the College. This committee comprises one research-active faculty member from each department/school within the College; the chair is appointed by the Dean.

Graduate Policy Committee

The Graduate Policy Committee represents the College faculty in matters related to masters' level curricula and programs. The main emphasis of the Graduate Policy Committee is the college's Masters of Business Administration program. Master's granting programs that are departmental based coordinate with the Graduate Policy Committee. Changes in the departmental based masters' programs are submitted to the Graduate Policy Committee for review and approval.

All academic aspects of the MBA program, including admissions, course waivers, pre-admittance course requirements, student appeals and retention standards to the addition of new tracks and courses, come under the purview of this committee. The committee reviews proposed course changes, track changes and administrative changes and recommends approval or disapproval of the proposed changes to the College faculty. The Graduate Policy Committee may, without a vote of the entire faculty, approve/disapprove such non-substantive academic course requirement changes as a:

- change in the name of a course
- change in prerequisites for a given course requested by a department when the change will not affect other departments
- change in courses in a MBA track requested by a department or track coordinator

The Graduate Policy Committee must recommend approval/disapproval to the entire faculty when the proposed change is substantive and/or will impact more than one department. Permanent addition of courses and modification in the structure of the MBA program require full faculty approval.

In addition, the Graduate Policy Committee is responsible for periodic review of the entire MBA curriculum including changes in program learning objectives and the achievement of those objectives. This insures that program meets the needs of the all constituencies served by the College and is applicable to the modern business environment.

The Graduate Policy Committee also reviews learning objectives for specialized masters' level programs and reviews assessment of their achievement.

Undergraduate Programs Committee

The Undergraduate Programs Committee (UPC) comprises one representative from each academic department; the Associate Dean and Director of Undergraduate Programs both serve in an ex-officio capacity. Representatives are recommended by the academic departments and appointed by the Dean. The UPC represents the College faculty in matters related to undergraduate curriculum and programs.

All academic aspects of the undergraduate program, from admissions and retention standards to the addition of new undergraduate majors, come under the purview of this committee. The committee reviews proposed departmental and administrative changes and either approves or disapproves the proposed change or recommends approval or disapproval to the College faculty. The UPC may, without a vote of the entire faculty, approve/disapprove such non-substantive changes as a:

- change in the name of a course
- change in prerequisites for a given course requested by a department when the change will not affect other departments

- change in required course sequence for a major requested by a department when the change will not affect other departments

The UPC must recommend approval/disapproval to the entire faculty when the proposed change is substantive and/or will impact more than one department.

In addition, the UPC is responsible for periodic review of the undergraduate business core curriculum to insure that it meets the needs of the constituencies served by the College provides a strong foundation for the undergraduate majors. In that process, the UPC reviews and proposes changes to undergraduate program learning objectives, reviews their achievement, and makes recommendations for program changes.

Tenure and Promotion Committee

The Tenure and Promotion Committee (TPC) is responsible for reviewing all cases relative to tenure and promotion. As described in the Faculty Charter, the TPC comprises one tenured Full Professor from each academic unit (i.e., department or school) elected by a vote of the members of that unit(i.e., department or school) elected by a vote of the members of that unit.

Tenure and promotion reviews are performed initially by the academic unit, then by the TPC, and finally by a Committee of the Whole consisting of all College faculty eligible to vote on tenure and/or promotion cases. Upon completing its review, the TPC is responsible for providing a report detailing the candidate's strengths and weaknesses as well as the TPC's vote to the eligible College faculty sitting as a Committee of the Whole.

Assessment Committee

The College of Business Assessment committee (CBAC) provides guidance and oversight on matters related to assurance of learning and assessment. The CBAC is responsible for insuring college policies and procedures on assurance of learning are implemented at the undergraduate, masters and doctoral program levels and for periodically assessing college policies and procedures for assessment and recommending changes.

Diversity Committee

The Diversity Committee is responsible for developing the College's Diversity Plan; for setting goals, objectives, and improvement targets for climate, leadership, excellence, access, and representation; for developing resource requirements, timelines, and evaluation measures; and for gathering and analyzing statistical and attitudinal data. The Diversity Committee is composed of one representative from each department/school; the chair is appointed by the Dean.

Scholarship/Financial Aid Committee

The Scholarship/Financial Aid Committee comprises one representative from each department/school. This committee sets scholarship criteria, receives and reviews student applications and makes scholarship awards.

Library Committee

The Library Committee, composed of a representative from each department/school, makes acquisition recommendations to the university's libraries.

Strategic Planning Committee

The Strategic Planning Committee comprises the College Administrative Committee, the Faculty Executive Committee, and key committee chairs. The Dean also consults with student leaders and members of his Executive Advisory Board. The Strategic Planning Committee is responsible for guiding the strategic planning process in the College.

Special Committees

Grievance Committee

Grievance committees are convened as necessary.