

## **01.ORG.04**

### **COLLEGE OF BUSINESS STANDING COMMITTEES**

(Revised January 29, 1999)

(Revision draft August 2005, September 24, 2007)

(Reviewed April 2012, August 2014)

(Revised and Approved by COB Faculty March 9, 2018)

The College maintains many standing committees and Councils. Each of these committees and councils is charged with providing leadership and direction in specific areas vital to the College's operations and mission. Some committees are required by university rules and procedures. The following is a list of the current committees and councils:

#### **Administrative Council**

The council is charged with assisting the Dean in making administrative decisions.

The Council is composed of the Dean, Associate Dean, Department Chairs, Director of the Masters' Program, and Business Coordinator.

#### **Strategic Planning Committee**

This committee is charged with continuing to look at the future and to refine and develop a five-year plan. By devoting attention to the future, the College can continue to look ahead and be better prepared to accomplish its vision.

The committee consists of the Chairs Council plus one elected faculty representative from each department. Additional members may be appointed by the Dean. Elected and appointed faculty members may serve multiple and consecutive terms.

#### **Curricula Management Committee**

The Curricula Management Committee makes recommendations for matters related to graduate and undergraduate curricula and assessment.

Committee membership is comprised of two faculty members from each COB department elected by their department colleagues, one faculty member from each COB department appointed by the COB Dean, the three department chairs, the Director of Masters' Programs (ex officio), the Associate Dean (ex officio), and the Senior Academic Advisor (ex officio). Ideally, each of the COB's disciplines will be represented in the membership. At least five faculty members must have Graduate Faculty status. The Associate Dean will serve as the non-voting committee chair. The committee may establish subcommittees.

Member terms are for 3 years with one-third of elected and appointed faculty membership standing for election or appointment each year. Replacement of faculty by election or appointment must maintain five or more faculty members with Graduate Faculty status. Elected and appointed faculty members may serve multiple terms but no more than two consecutive terms (6 years).

### **Faculty Qualifications Committee**

The Faculty Qualifications Committee recommends the criteria for faculty qualifications into AACSB faculty categories.

Committee membership is comprised of one faculty member from each COB department elected by their department colleagues, one faculty member from each COB department appointed by the COB Dean, the department chairs (ex officio), and the Director of Masters' Programs (ex officio). Ideally, each of the COB's disciplines will be represented in the membership. The committee will select its own chair.

Member terms are for 3 years with one-third of committee membership standing for election each year. Elected and appointed faculty members may serve multiple terms but no more than two consecutive terms (6 years). Committee members may not serve concurrently on the COB Promotion and Tenure Committee.

### **Promotion and Tenure Committee**

This committee is charged with acting on faculty requests for tenure and promotion.

Three members (one from each department) are elected and three (one from each department) are appointed by the Dean. The election and appointment to the Committee is held during the Spring term preceding the Fall term during which the faculty member serves on the Committee.

Committee members serve a two year staggered term beginning at the start of the fall semester following their selection. Committee members may not succeed themselves. Members may not serve on the Post-Tenure Review Committee or the Faculty Qualifications Committee concurrently.

### **Post-Tenure Review Committee**

This committee is charged with evaluating faculty members teaching, scholarship/creative activity, service, and overall performance in a six-year cycle.

The committee consists of six tenured professors, elected annually by the faculty. Each department will elect two tenured professors to the committee by vote of the tenured and tenure-track faculty in the department. Elected members will serve a one-year term. Department chairs and associate deans shall not serve on the committee. Faculty are not eligible to serve in the year of their post tenure review.

### **Student Grade Appeal Committee**

This committee listens to student grade appeals that have advanced beyond the Department Chair level.

The Dean appoints two faculty members from each department to form a panel from which individual grade appeals committees may be drawn. The Dean appoints three undergraduate and three graduate students from the College of Business to a pool from which a panel may be drawn. All are one-year terms.

### **Research Enhancement and Faculty Development Committee**

The Committee is responsible for receiving and evaluating grant proposals and recommending grant awards from the College Research Enhancement Programs funds. The Committee's policies and award procedures must be consistent with the eligibility and award selection criteria in the statute. A copy of the College Rule must be filed with Associate Vice President for Planning and Institutional Effectiveness.

This committee consists of an elected member from each of the three departments. The committee members will select their own Chair.

The Dean will appoint two of the elected members to serve on the University Research Enhancement Committee.

### **Library Committee**

This Committee is charged with monitoring the acquisition of library resources relevant to the needs of the College's faculty and students.

Members are appointed by the Dean for 1 year renewable terms.

The Dean will appoint one member to serve on the University Library Committee.

### **Academic Scholarship Committee**

This committee is charged with the responsibility of evaluating candidates for academic scholarships. This committee ranks candidates and recommends awards to the Dean for final award determination. Preferences for the Lichtenstein Scholarship and other graduate scholarships include Texas resident, newly admitted (first program only), undergraduate GPA, GMAT score, satisfactory academic progress, graduate GPA. Preferences for the Jessie Francis Neal Scholarship include Texas resident, high school GPA, SAT/ACT scores, extracurricular activities and academic plans essay. The Committee is also charged with planning a College of Business Honors Day to be held in the spring of each year.

One faculty member is elected from each department. Additional members may be appointed by the Dean. Elected and appointed faculty members may serve multiple and consecutive 2-year terms.

### **University Scholarship Committee**

This University Committee oversees the process for awarding academic and fine arts scholarships. Representatives are appointed for staggered three-year terms and are eligible for reappointment.

### **University Promotion and Tenure Committee**

This University Committee is advisory to the Provost and President. Each college elects one tenured full professor to serve a three-year term.

### **University Graduate Council**

This University Council oversees the university graduate programs. Each college elects three members to serve on the council. The three COB representatives in the University Graduate Council include one from each department.

A complete list of **University standing committees** is provided at the Division of Academic Affairs website under Committees and Councils.

[See COB website or the COB Handbook 06.DOC.02 for the current COB Committee Roster.](#)