

ACADEMIC COMPUTING AND TELECOMMUNICATIONS COMMITTEE FOR FY09

Approved by SenEx 6/24/08

Date approved by University Senate:

- Contact SenEx chair Marianne Berry, andysmom@ku.edu, for further information or to schedule a meeting with SenEx to discuss recommendations for action on the charges.
- Minutes of each meeting should be e-mailed to University Governance (govern@ku.edu) as soon as they are approved. The minutes will be posted to the Governance web site.
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- A final report on the committee's actions on each of the charges, as well as the committee's recommendations for FY10 charges and membership, should be e-mailed to the Governance Office (govern@ku.edu) by April 1, 2009.

STANDING CHARGES

1. Monitor current and proposed policy concerning security of information, intellectual property rights and responsibilities, and other matters relating to information technology. Identify issues for which policy should be developed or revised. Report important issues and any recommendations for action to SenEx. (ongoing)
2. Communicate with the Libraries Committee about issues of coordination of planning and policy that relate to effective delivery of information, support for instruction and research, and preservation of digital information. Report important issues and any recommendations for action to SenEx. (ongoing)

SPECIFIC CHARGES

1. Review and revise, if needed, the Mediated Courseware portion of the Intellectual Property policy. Work with the Director of Technology Transfer and Intellectual Property to form recommendations for tutorial content on this policy. Recommend any needed improvements to SenEx by November 3, 2008.
2. Examine both hardware and software issues surrounding access and utility of online information, such as forms for student advising, e-mail communication, payroll data, or statements of university policies, by staff and others within the university who lack a dedicated computer or other device to gain access to the campus network. Work with the Registrar's Office to recommend improvements to information for, and the process of, enrollment. Report recommendations for action to SenEx by February 16, 2009.
3. Work with other bodies and reports, including Final Report of the Evaluation by Information Services, the final report of the 2007-2008 University Senate Task Force on Research Computing, the University Senate Committee on Planning and Resources, and Initiative 2015, and monitor developments in information technology support for instruction and research across the University, the development of the campus wireless network, expansion and coordination of access to and support for licensing of software, and the availability of specialist staff support. Identify particular areas and strategies for improvement, consistent with Initiative 2015. Report recommendations for action to SenEx before March 17, 2009.

Contextual and Supportive Documents:

2007-2008 University Senate Task Force on Research Computing Final Report
Final Report, University Senate Academic Computing and Telecommunications Committee, 2007-'08
Initiative 2015

CHARGES TO THE ACADEMIC PROCEDURES AND POLICIES COMMITTEE FOR FY09

Approved by SenEx 6/24/08

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STANDING CHARGES

1. Communicate with the Senior Vice Provost, the University Registrar, and other administrative officials as needed on academic matters relating to the instructional mission of the university. Identify important issues and report recommendations for action to SenEx. (ongoing)
2. Review academic policy issues as referred by SenEx, including issues raised by COCOA (Board of Regents Council of Chief Academic Officers) and the Council of Presidents of Regents institutions. Report recommendations for action to SenEx as needed. (ongoing)
3. Monitor proposals for Program Restructuring and Discontinuance, hold hearings, and follow other procedures in accordance with Article VII of the University Senate Rules and Regulations. Report important issues and any recommendations for action to SenEx. (ongoing)

SPECIFIC CHARGES

1. Provide recommendations to SenEx regarding policies and procedures (esp. deadlines) for drops and adds for classes that do not meet on the regular university schedule (distance learning, continuing education with rolling start dates, independent study and other by appointment courses, other seminars and internships). Report recommendations for action to SenEx by November 3, 2008.
2. Determine if a policy outlining requirements for a grade of incomplete should be written into code. (For example, students often assume an incomplete means they may redo work already submitted to improve a grade, or that nonattendance is a sufficient reason for receiving an incomplete. Students are also unaware about the timeline for an incomplete to revert to an F, in undergraduate work and graduate work.) Report recommendations for action to SenEx by December 1, 2008.
3. Examine Recommendation #1 of Initiative 2015 (Enhancing the Educational Experience) to identify areas needing modifications in academic policies and procedures to accomplish the implementation of suggested strategies. For instance, determine if guidelines for one-credit seminar courses should be developed to maintain academic standards. Report recommendations for action to SenEx before March 17, 2009.

Contextual and Supportive Documents:
Initiative 2015
Board of Regents Five Areas of Focus

CHARGES TO THE UNIVERSITY SENATE ATHLETIC COMMITTEE FY09

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STANDING CHARGES

1. Help to ensure that KU promotes and maintains academic excellence, as it pertains to athletics.
 - a. Identify potential barriers to student athlete integration into curricular and extra-curricular activities, and recommend mechanisms to overcome such barriers.
 - b. Recommend campus initiatives to target academic success of student athletes and to facilitate integration of co-curricular activities.
 - c. Recommend educational programs and communication strategies to increase community awareness of issues such as Academic Progress Rate (APR), progress towards degree and similar regulations.
 - d. Review and advise on-going academic programs at the Hale Center for Academic Achievement.
 - e. Review, summarize and disseminate KUAC reports identifying academic parameters including but not limited to spring and fall grades by sport, graduation rates by sport, academic progress, and academic honors and awards to student athletes.
2. Help to ensure that KU provides a premiere student athlete experience.
 - a. Recommend mechanisms to enable broader discussions of opportunities to improve the student athlete experience.
 - b. Provide review of programs designed to ensure the academic success, personal development, and personal welfare of student athletes.
 - c. Review, summarize and disseminate KUAC reports identifying student wellness parameters including but not limited to drug testing practices and policies, nutrition and physical health, psychological and emotional well being, and social integration.
3. Help to ensure that KU maintains athletic compliance excellence.
 - a. Recommend educational programs and communication strategies to ensure the KU community better understands our combined responsibility for compliance.
 - b. Review and summarize KUAC reports identifying athletic compliance parameters including but not limited to ten-day absence policies, academic screening practices and recruiting practices.
4. Help to ensure that KU strategic goals pertaining to athletics and Title IX goals are accomplished.
 - a. Recommend educational programs and communication strategies to ensure the KU community better understands our combined responsibility for Title IX compliance.
 - b. Review and summarize the use of student fee generated funds for NCAA and club sports.
 - c. Recommend priorities for campus program investments to ensure future success of broad Title IX initiatives.

- d. Review, summarize and disseminate KUAC reports identifying Title IX compliance parameters.
5. Help to ensure that KU maintains a premier community experience, balancing physical and intellectual pursuits.
 - a. Recommend educational programs and communication strategies to enhance the balance between academics and athletics, as well as to promulgate broad understanding of the goals and priorities of each.
 - b. Recommend advertising and outreach strategies to ensure broad KU goals and ideals are well represented.
 - c. Recommend mechanisms to promote and respect KU tradition.
 - d. Recommend mechanisms for improved communication between KUAC and faculty, staff and students.
 - e. Work with KUAC to avoid potentially divisive issues of personal interest to many faculty, staff and students, including ticket distribution and pricing policies, ticket transfer policies, and the communication thereof.
 - f. Recommend strategies for building community and alumni relations.
6. Coordinate with the University Senate Calendar Committee to avoid conflicts in long-term academic and athletic calendars. This is currently a standing charge to the Calendar Committee as well.
7. Maintain regular communications with the NCAA/Big XII Faculty Representative, the Chancellor's advisory committee on athletics, KUAC, and University Governance to ensure the needs of each are being served. Ensure that at least one member continue to participate in the Chancellor's Advisory Committee on Athletics, including subcommittees, such as those on athlete well being.

SPECIFIC CHARGES

1. Bring a formal recommendation on joining the Coalition on Intercollegiate Athletics (COIA), with appropriate supports (sending a member to the annual meeting), caveats (monitoring of position papers), and supportive documents, to SenEx for review by October 15, 2008.
2. Review drug testing policies, and discuss with appropriate constituents, to determine whether existing policy is adequate. Report recommendations for action to SenEx by November 3, 2008.
3. In consultation with the FAR and organizations identified above, craft a measure more flexible than the Academic Progress Rate (APR), to more reasonably support intellectual exploration and learning, i.e., support of athletes changing majors and deterrence of athletes taking only those courses that they can easily pass, or limiting the number of independent study courses. Report recommendations for action to SenEx by November 3, 2008.
4. Work with the Office of Institutional Research and Planning to investigate and identify:
 - a. barriers to athletes' participation in some majors because of scheduling of practices and competitions vis a vis classes and labs, and prepare a document to be circulated to all university scheduling officers urging them to offer required major courses at times that student athletes could complete those courses. Submit report/guidelines to SenEx by December 1, 2008.
 - b. more specific data about student absences (which may or may not be due to athletic events) in certain athletic programs with anecdotally high absence rates (such as Men's Baseball, identified by Athletics Committee FY08). Submit report to SenEx by December 1, 2008.
 - c. the number of KU students involved in KU Athletics and in Club Sports, by gender, in 2006-2007 and 2007-2008, as well as the number and gender of students using the university's Student Recreation Services, with an eye toward meeting the spirit of the Title IX legislation of equity for women in sports. Report to SenEx by December 1, 2008.
 - d. faculty members' experience with and interest in intercollegiate athletics in order to build a database of potential faculty mentors for student athletes and new members of the USAC. Submit Report to SenEx by December 1, 2008.

- e. actions and events that will build bridges between campus and Athletics, to promote athlete socialization into the student population. Report recommendations for action to SenEx by December 1, 2008.
5. Coordinate with the Faculty Mentor Program (FMP), intended to increase the retention and graduation rates of student athletes, while enhancing their academic experience at KU and preparing them for long-term success in their chosen professions. Explore, with the FMP, ways to further the social integration of student athletes by (at least partially) co-mingling athlete and non-athlete tutoring, advising, and learning communities. Report recommendations for action to SenEx by March 2, 2009.
6. Send a proposal to SenEx to support a University Dialogues Series, modeled on the series about evolution in 2006-2007, together with Athletics, the Office of the Vice Provost for Student Success, HSES and other interested departments, about the role of intercollegiate sports in the university community, before March 17, 2009.

Contextual and Supportive Documents:

COIA Website: www.uoneuro.uoregon.edu/~tublitz/COIA/index.html

Knight Commission Website:

www.knightcommission.org/about/faculty_perceptions_of_intercollegiate_athletics_executive_summary/

CHARGES TO THE CALENDAR COMMITTEE FOR FY09

Approved by SenEx 6/24/08

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STANDING CHARGES

1. Monitor compliance with the requirements of University Senate Rules and Regulations 1.3.2 concerning final examinations, including: (a) ensuring that adequate arrangements are made each semester to inform students and faculty through the Timetable of Classes and by news releases to the media about the regulations governing final examinations, and the appropriate procedures to be followed if questions arise about the application of the regulations; (b) informing the teaching faculty, via an e-mail from the chair, one week before the beginning of each semester (in August and January) of these regulations and their rationale; and (c) considering requests for exceptions, as provided in the regulations. Report to SenEx concerning actions taken on these matters. (ongoing)
2. Monitor compliance with University Senate Rules and Regulations 1.4.2 concerning the scheduling of examinations outside of regular class hours. Prepare and send an informational e-

mail to all deans and chairs summarizing regulations about the calendar at the earliest opportunity. Following the committee's established procedures, solicit and approve or disapprove applications for tests other than final examinations to be held at times other than other than regular class hours. Requests should be solicited and acted upon in time to transmit decisions for the Spring 2009 and Fall 2010 semester to the Office of the University Registrar for inclusion in the Timetable. Report to SenEx concerning actions taken on these matters. (ongoing)

3. Monitor the provision of information concerning calendar requirements between the Director of Athletics and the University registrar, including (1) that the Athletic Director must give notice of night athletic contests at least one year in advance of the event unless it occurs on a weekend: and (2) the provisions of University Senate Rules and Regulations 1.3.7 concerning the scheduling of athletic events during final examination periods. Report any problems or issues to SenEx. (ongoing)
4. Update the five-year calendar and report action to SenEx by February 2, 2009.

SPECIFIC CHARGES

1. Discuss and identify a written calendar-related policy for on-line exams, taking into account the increase in the number of instructors using secure on-line exams. This policy could be as simple as adding a clause in the USRR regarding on-line and take-home exams and finals, and their effect on the freeing up of class time. Report this information to SenEx by November 3, 2008.
2. Gather information, in coordination with the Registrar's Office, on the range of course schedules and other university curricula and internships that do not follow the standard academic calendar. Report this information to SenEx by November 3, 2008.
3. Recommend alternative calendars that would result in fewer than 150 instructional days, and alternative start and end dates, to be presented to SenEx, the University Senate, University Administration and ultimately the Kansas Board of Regents. Report recommended calendar(s) to SenEx by December 1, 2008.
4. Review Initiative 2015 and monitor the consequent implementation of its objectives, to identify how the calendar affects the potential for development of multidisciplinary initiatives, as described in the Discovering and Innovating Task Force Recommendations #4 and #5. Report recommendations to SenEx before March 17, 2009.

CHARGES TO THE INTERNATIONAL AFFAIRS COMMITTEE FOR FY09

Approved by SenEx 6/24/08

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STANDING CHARGES

1. Communicate with appropriate administrative officials and units to guide initiatives and make recommendations to governance for improving the recruitment, retention, and success of international students. Report important issues and any recommendations for action to SenEx. (ongoing)
2. Communicate with the appropriate administrative officials and units to develop strategies for encouraging KU faculty, staff, and students to pursue an international experience and to review measures in place that help evaluate the effects of this experience on faculty, staff, and students. Report important issues and any recommendations for action to SenEx. (ongoing)
3. Communicate with appropriate officials and units concerning the evaluation of prospective students for admission, such as in methods of assessing English language proficiency. Report important inquiries and issues of concern and any recommendations for action to SenEx. (ongoing)

SPECIFIC CHARGES

1. Coordinate early in the Fall Semester with the Associate Dean for International Studies and the University Senate Calendar Committee regarding the range of dates of winter and summer international programming, for their consideration in development of alternative academic calendars.
2. Review the specific recommendations made by the 2007-2008 International Affairs Committee Final Report of May, 2008. Forward recommendations to SenEx, with the identification of the university office, personnel, or policy that is the subject of the recommendation. Report recommendations to SenEx by November 3, 2008.
3. Review Initiative 2015 and supportive documents, and identify recommendations (beyond those included in the 2007-2008 International Affairs Committee Final Report) regarding international affairs that will help meet the objectives of Initiative 2015. Report recommendations for action to SenEx before March 17, 2009.

CHARGES TO THE LIBRARIES COMMITTEE FOR FY09

Approved by SenEx 06/24/08

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STANDING CHARGES

1. Monitor the Libraries' allocation of resources—staff, physical space, collections, digitally-based information, and equipment—in light of the needs of different academic disciplines. Assess the adequacy of these resources to support teaching and research. Communicate with the Dean of

Libraries as appropriate and report important issues and any recommendations for action to SenEx. (ongoing)

2. Monitor the effectiveness of communication between the Libraries and students, faculty, and staff, including appropriate library-based instruction into existing curricula and academic programs in support of articulated university-wide learner outcomes. Communicate with the Dean of Libraries as appropriate and report important issues and any recommendations for action to SenEx. (ongoing)
3. Communicate with the Dean of Libraries concerning long range planning by the Libraries and methods to assess the effectiveness of library services. (ongoing)

SPECIFIC CHARGES

Initiative 2015 posits several recommendations that are relevant to the Libraries Committee since collections and services provided by the KU Libraries broadly impact the educational and research mission of the University of Kansas. Given the importance that collections and services have on all disciplines across the University, the Libraries Committee should in particular:

1. Review and make recommendations about policies regarding unfettered access to research and scholarly resources in their various formats on the Lawrence and Medical Center campuses, as well as satellite and distance learning affiliates. Such policies may concern, for example, ability to borrow materials from either campus and access licensed electronic resources and databases. Report recommendations to SenEx by February 15, 2009.
2. Communicate with the Academic Computing and Telecommunications Committee and other governance committees regarding library/IT-related infrastructural issues that support greater local-, state-wide, national-, and global-connectivity, especially regarding enhanced access to research and scholarly resources. Report recommendations to SenEx by February 15, 2009.

CHARGES TO THE ORGANIZATION AND ADMINISTRATION COMMITTEE FOR FY09

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STANDING CHARGES

1. Consider any proposals forwarded to the Committee from SenEx for codification into the Senate Code or the Rules and Regulations of the University and Faculty Senate and make recommendations for Senate action. (ongoing)

SPECIFIC CHARGES

1. Consider the interaction among the constituent senates under the recent reorganization of the structure of governance and assess whether steps should be taken to improve the ability of governance to address issues of concern to multiple constituencies, including the division, combination, restructuring or elimination of University Senate Committees. Report recommendations for reorganization to SenEx by November 3, 2008.
 2. Coordinate with the new Faculty Senate Task Force on Revision of the Faculty Handbook to clarify the need for any new codification as a result of the revision. Report recommendations to SenEx before March 17, 2009.
 3. Review Initiative 2015 and monitor the consequent implementation of its objectives, to identify the impact on University organization and administration. For example, Working for Kansas Task Force Recommendation #2: Identify and support an outreach and partnership with an individual or organizational entity that will eventually coordinate and facilitate KU's outreach activities. Report recommendations to SenEx by April 1, 2009.
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CHARGES TO THE PLANNING AND RESOURCES COMMITTEE FOR FY09

Approved by SenEx 6/24/08

Date approved by University Senate:

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STANDING CHARGES

1. Participate in the University's planning and budgetary processes by communicating with the Provost and his senior staff on matters of capital strategic planning that affect allocation of resources and by receiving information about and providing comment on budgetary decisions in all sectors of the university. Monitor plans for future investment in institutional priorities (building infrastructure for research and instruction, IT resources, etc.) and examine how current financial circumstances (health of the state economy, current university indebtedness, etc.) influence the perceived timeline for this type of investment. Study issues related to distribution of funds from school-specific fees and charges. Report important issues and any recommendations for action to Sen Ex. (ongoing)
2. Provide committee representation at hearings held by the Provost and his senior staff to review planning reports and budgetary submissions made by the various units. Report important issues and any recommendations to SenEx for consideration. (ongoing)
3. Maintain regular communication with the Office of Institutional Research and Planning about all matters of measurement and analysis of data related to higher education. Report important issues and any recommendations to SenEx for action. (ongoing)
4. Monitor changes in tuition plans and their effects on allocation of resources across the university, in close consultation with relevant bodies of the Student Senate. Report recommendations to SenEx for action. (ongoing)

5. Maintain regular communication with the Vice Provost for Scholarly Support and with senior staff from Facilities Planning and Management about immediate and long range planning for maintaining and improving the infrastructure of the University. Monitor adherence to the Campus Master Plan. These discussions should cover issues related to the teaching, research, and outreach functions of the university, and to any other activities that affect the ability of the institution to accomplish these missions. Report recommendations to SenEx for action. (ongoing)

SPECIFIC CHARGES

1. Promote coordination among tuition planning processes by working with the Provost's Office to discuss membership from Planning and Resources on the Provost's Tuition Advisory Board or the University Task Force on Tuition. Report nomination to SenEx by Oct. 1, 2008.
 2. Coordinate with the Task Force on Employee Benefits as initiated by the Task Force. (as needed)
 4. Monitor the activities articulated in Initiative 2015. Make recommendations about new actions or resources that could be implemented in response to Initiative 2015 recommendations. Report important issues and any recommendations for action to SenEx before March 17, 2009.
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CHARGES TO THE COMMITTEE ON RETIREES' RIGHTS AND BENEFITS FOR FY09

Approved by SenEx 6/24/08

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STANDING CHARGES

1. Promote all appropriate means of communication with retirees, with special emphasis on seeking information from them about their needs and concerns. (ongoing)
2. Maintain communication with the Endacott Society (particularly the chair of the Society's Benefits Committee). (ongoing)
3. Advise the Department of Human Resources and the Office of the Provost on issues affecting the maintenance of information about retirees (e.g., about maintenance of up to date mailing lists). (ongoing)
4. Seek feedback from retirees and University offices about the *Retirees Handbook* and work with staff to ensure that it remains current. (ongoing)

SPECIFIC CHARGES

1. Work with SenEx and the Provost's or Chancellor's Office in the discussion, negotiation and potential implementation of actions recommended in the Final Report of the CRRB 2007-2008. Report to SenEx by December
2. Coordinate with the Provost's Office and the Office of Institutional Research and Planning to develop and conduct exit interviews for retirees, informed by exit interviews that were conducted in 2007-2008 with those individuals leaving the university voluntarily. Submit results to SenEx for review by February 2, 2009.