

Longwood University Faculty Senate
**PROPOSAL/POLICY COVER
SHEET**

This cover sheet is intended to provide information to members of the Faculty Senate about a new proposal/policy or about revisions to an existing proposal/policy. **If you are proposing a new policy, then attach the text of the policy to this form. If you are proposing a change to an existing policy, then attach the text of the current policy with any deleted language marked by a strikethrough and with new language marked by an underline. If you are deleting a policy, then attach the text of the policy to be deleted.**

COMMITTEE(S) that authored or sponsored this proposal:

Office of Brock Experiences and Office of Academic Affairs

TOPIC: Creation of Advisory Committee for the Office of Brock Experiences for Transformative Learning

BACKGROUND (Provide a brief statement describing the origins of this proposal, the nature of the problem it addresses, and the work completed to devise the proposal):

In 2017 when the Office of Brock Experiences for Transformative Learning was established, the program utilized an Implementation Team to select faculty members for the Fellowships. In 2019, the Brock Experiences office established an Advisory Committee to assist in professional development, faculty mentoring, and campus awareness. After a number of years of these parallel groups, it is necessary to collapse their duties and establish the committee in the FPPM.

SUMMARY OF NEW POLICY OR PROPOSED CHANGES OR DELETIONS TO AN EXISTING POLICY (Provide a brief list or statement describing the content of the policy or the proposed changes or deletions):

Creation of a new section in the FPPM entitled, “Advisory Committee for the Office of Brock Experiences for Transformative Learning.” Full committee specifications to be added to the FPPM attached in an addendum.

RATIONALE FOR THE POLICY OR PROPOSED CHANGES (Provide a brief statement as to why the new policy, the changes, or the deletion is needed):

This change is necessary to allow for enhanced faculty governance in this academic program and to align the office with similar processes as other programs in Academic Affairs. This committee is similar to other advisory committees for CAFE and for Faculty-Led Short-Term

Study Abroad experiences.

Routing information and signature lines:

Date submitted to Senate Executive Committee for Consideration:

Action(s) Taken:

Date first read at Faculty Senate:

Action(s) Taken:

Date final action taken by Faculty Senate:

Action(s) Taken:

Senate Chair: _____

Date submitted to the PVPAA (within 5 working days of Senate approval):

Action(s) Taken:

PVPAA: _____

Date: _____

Date submitted to other administration:

Action(s) Taken:

Administrator: _____

Date (within 15 working days of PVPAA's signature): _____

Date submitted to the Board of Visitors:

Coversheet updated 9/2017

Changes made after discussion at Senate are in bold and underlined.

#. Advisory Committee for the Office of Brock Experiences for Transformative Learning

- 1. Purpose and Duties:** The Advisory Committee will meet regularly to develop procedures for Brock Experiences, plan for and execute professional development for Brock faculty leads/Fellows, and make recommendations to the Provost and Vice President for Academic Affairs (PVPAA) for annual Brock Experience offerings.
- 2. Membership:** Director, Brock Experiences for Transformative Learning; 1 **librarian** from the Greenwood Library; 1 **faculty** representative from the Center for Faculty Enrichment (CAFE); **no more than** four (4) additional faculty members.
- 3. Ex-Officio Members:** Staff member representing the Student Affairs or Student Success units, with full voting privileges.
- 4. Tenure Restrictions:** None.
- 5. Departmental Restrictions:** None.
- 6. College Restrictions:** None.
- 7. Other Restrictions:** At least half of the members of the Advisory Committee must have experience participating in a Brock Experience.
- 8. Term of Office:** Members serve 3-year staggered terms.
- 9. Method of Selection:** Appointed by the Provost and Vice President for Academic Affairs upon nomination by the Executive Committee of the Faculty Senate and in consultation with the Director of Brock Experiences.
- 10. Chair:** Director of Brock Experiences for Transformative Learning.
- 11. Reporting Route:** To the PVPAA.