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:
Student Showcase Organizing Committee

TOPIC:
Reduce the number of members for the Student Showcase Organizing Committee

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):

When the Student Showcase Organizing Committee was first formed, a large committee of ten faculty members from a variety of disciplines was needed to help with the planning and establishment of the Fall and Spring Student Showcase for Research and Creative Inquiry. In addition, when the committee was first formed, the Student Showcase event was planned as an independent event and was not part of any program or office. However, in fall 2020, the Student Showcase became part of the Office of Student Research, therefore the staff of the Office of Student Research is now able to help with planning the Student Showcases. In addition, now that the event has been successfully organized for multiple years, many parts of the planning process including room reservations, program creation and printing, and other aspects of planning these events have become more streamlined and easier to manage. Therefore, while a large committee of 10 faculty was needed when the committee was originally formed, a smaller committee of 5 people plus the chair of the committee (6 people total) would now be sufficient to successfully plan this event.

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)**:**

In Section VI GG. Student Showcase Organizing Committee, page 330 of 2022-2023 FPPM the following changes are proposed:

GG.STUDENT SHOWCASE ORGANIZING COMMITTEE

1. **Purpose and Duties**: This committee shall be responsible for the central organization of the Student Showcase for Research and Creative Inquiry, which occurs at the end of each spring semester. The Student Showcase is a professional event for all students, where they may present research or creative projects related to independent study or course work. The duties of the committee shall include, but are not limited to, registration for the event, scheduling, budget management, data collection, and any other activities related to the planning of a conference.

2. **Membership**: Membership shall include ~~10~~ 6 faculty ~~from a variety of disciplines. Membership should reflect at least one faculty member representing~~ the ~~disciplines of natural sciences or mathematics, social sciences, humanities, education, performing arts, and visual arts~~. Membership should include the Director of the Office of Student Research and at least one faculty member from each college

3. **Tenure restrictions**: None.

4. **Departmental restrictions**: None~~, except to ensure representative membership as described above~~.

5. **College restrictions**: Membership should include at least one faculty each representing Cook-Cole College of Arts and Sciences, College of Education, Health, and Human Services, College of Business and Economics, College of Graduate and Professional Studies, and the Cormier Honors College.

6. **Other restrictions**: None.

7. **Term of office**: Two years with possibility of renewal.

8. **Method of selection**: Appointed by the Executive Committee of the Faculty Senate.

9. **Chair**: Director of Office of Student Research or Director's designee.

10. **Reporting route**: To the Faculty Senate and to the PVPAA.

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

We propose to change the Student Showcase Organizing Committee to reduce the number of committee members from 10 to 6. The Student Showcase Organizing Committee now receives support from the staff of the Office of Student Research. In addition, the event has been successfully planned for multiple years and the event planning tasks have become more manageable. Therefore, this reduced number of committee members will be sufficient to plan the Fall and Spring Student Showcase events.

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