

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: Spring Symposium Organizing Committee 2017-2018 (ad hoc committee), co-chaired by Sarah Porter and Amorette Barber

**TOPIC:** Addition of a new standing Senate committee to the FPPM

**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 the fall of 2017, the Senate Executive Committee appointed an ad hoc organizing committee to organize the spring “Research Day” that has become a new addition to the academic calendar.

**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):

See committee description below.

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

“Research Day” occurred in the spring of 2017 with no central organization. The spring 2018 Symposium has happened with the work of the ad hoc committee. If this day at the end of the spring semester is to become a permanent inclusion to the academic calendar, a standing organizing committee should be created.

**Routing information and signature lines:**

Date submitted to Senate Executive Committee for Consideration: April 19, 2018  
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

## SPRING SYMPOSIUM ORGANIZING COMMITTEE

1. **Purpose and Duties:** This committee shall be responsible for the central organization of the Spring Symposium for Research and Creative Inquiry, which occurs at the end of each spring semester. The Spring Symposium 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 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.
3. **Ex-officio members:** Director of the Office of Student Research
4. **Tenure restrictions:** None.
5. **Departmental restrictions:** None, except to ensure representative membership as described above.
6. **College restrictions:** Membership should include at least one faculty each representing Cook-Cole College of Arts and Sciences, College of Education and Human Services, College of Business and Economics, College of Graduate and Professional Studies, and the Cormier Honors College.
7. **Other restrictions:** None.
8. **Term of office:** Two years with possibility of renewal.
9. **Method of selection:** Appointed by the Executive Committee of the Faculty Senate.
10. **Chair:** Appointed by the Executive Committee of the Faculty Senate.
11. **Reporting route:** To the Faculty Senate and to the PVPAA.