

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 PROPOSING POLICY CHANGE:** Academic Affairs Committee (AAC)

**TOPIC:** Proposal to change the name and make-up of the Academic Affairs Committee to the Academic Chairs Council. The current policy appears on page 150 of the 2011-2012 FPPM

**BACKGROUND:** For the past three semesters the AAC had been piloting an expanded membership that included representatives from a variety of constituencies across campus. This semester it was concluded that the expanded membership (over 40 member) was not working. Beyond that, the discussion turned to how to make AAC more effective. The proposed changes are the result of that discussion.

**SUMMARY OF NEW POLICY:** The membership of the committee shall consist of all academic department chairs, the Director of Liberal studies and the Vice-President of Academic Affairs. All but the VPAA will be voting members. The name of the committee shall be changed to the Academic Chairs Council.

**RATIONALE FOR THE POLICY:** To make the committee a more effective policy advisor to the Faculty Senate and also to the VPAA

**Date submitted to Senate Executive Committee for Consideration:** 3/1/2012

**Action(s) Taken:** Referred to VPAA to consult with Deans for their approval. The Deans agreed to the re-organization of this committee.

**Date first read at Faculty Senate:** \_\_\_\_\_

**Action(s) Taken:**

**Date final action taken by Faculty Senate:** \_\_\_\_\_

**Final action(s) Taken:**

**TEXT OF CURRENT POLICY: (Deletions indicated by strikethroughs; new language indicated by bold & underline.)** Policy appears on p. 150 of the 2011-2012 FPPM.

#### **D. ACADEMIC AFFAIRS COMMITTEE ACADEMIC CHAIRS COUNCIL**

1. Purpose and Duties: The ~~Academic Affairs Committee~~ **Academic Chairs Council** is an advisory committee to the Senate and, in this capacity, recommends policy on academic rules and regulations. In addition, the committee is an advisory body for the VPAA and serves as a valuable link in disseminating information between the academic administration and the departments. All matters pertaining to the academic well-being of the institution are within the purview of this committee.
2. Membership: Varies with the number of academic departments.
3. Ex-officio Members: All members of this committee are ex-officio, since they all serve by virtue of position. ~~Voting members are the department chairs and the Dean of Longwood Library. Other members are the VPAA, the college deans, the Associate to the Vice President and Director of the Honors Program, the Dean of the College of Graduate and Professional Studies, and the Registrar.~~ **Membership shall consist of the department chair from each academic department and the Director of the Liberal Studies Program. The VPAA shall be a non-voting member of the committee; all other members shall have a vote.**
4. Tenure Restrictions: None
5. Departmental Restrictions: Chair of each department.
6. ~~College Restrictions: Dean of each college.~~
- 7 ~~6.~~ Other Restrictions: None
- 8 ~~7.~~ Term of Office: Duration of time in position.
- 9 ~~8.~~ Method of Selection: By virtue of position.
- 10 ~~9.~~ Chair: A committee of three department chairs, representing at least two of the three colleges and elected ~~each May~~ **at the last meeting of the spring semester**, schedules meetings and sets the agenda. One member of this committee is elected to preside at meetings.
- 11 ~~10.~~ Reporting Route: To the Faculty Senate **and to the VPAA.**

*Reference: Minutes of the Faculty Senate.*

## **TEXT OF REVISED POLICY:**

### **D. ACADEMIC CHAIRS COUNCIL**

1. Purpose and Duties: The Academic Chairs Council is an advisory committee to the Senate and, in this capacity, recommends policy on academic rules and regulations. In addition, the committee is an advisory body for the VPAA and serves as a valuable link in disseminating information between the academic administration and the departments. All matters pertaining to the academic well-being of the institution are within the purview of this committee.
2. Membership: Varies with the number of academic departments.
3. Ex-officio Members: All members of this committee are ex-officio, since they all serve by virtue of position. Membership shall consist of the department chair from each academic department and the director of liberal studies. The VPAA shall be a non-voting member of the committee; all other members shall have a vote.
4. Tenure Restrictions: None
5. Departmental Restrictions: Chair of each department.
6. Other Restrictions: None
7. Term of Office: Duration of time in position.
8. Method of Selection: By virtue of position.
9. Chair: A committee of three department chairs, representing at least two of the three colleges and elected at the last meeting of the spring semester, schedules meetings and sets the agenda. One member of this committee is elected to preside at meetings.
10. Reporting Route: To the Faculty Senate and to the VPAA.

*Reference: Minutes of the Faculty Senate.*