

Approved 9/19/2019

ACADEMIC SENATE EXECUTIVE COMMITTEE (ASEC)

1. Create a task force to review the recommendations made in the report, “Conflict Resolution and Mediation Programs in Higher Education: Institutional Need, Benchmarking, Development, and Evaluation” and determine which RIT policies and practices can be improved.
2. Propose a protocol for ensuring regular contact and engagement between the ASEC and the executive committee of the Board of Trustees.
3. Review the roles and responsibilities of the ASEC.
4. Form *ad hoc* committee to solicit input, research, and draft a set of bylaws for the Academic Senate for discussion and consideration.
5. Create a joint task force in conjunction with the Provost’s office to review Human Resources’ practices, processes, and reporting structure, especially with regard to Human Resources’ relationship to Academic Affairs.

ACADEMIC AFFAIRS (AAC)

1. Propose a policy that clarifies representatives’ responsibilities for engaging and reporting to their respective college constituencies.
2. Draft a request to the Provost’s Office to assess the guidelines for contact time per credit hour in the case of laboratory intensive classes, from college to college, from both the students’ and faculty’s perspective (teaching load), in order to determine whether guidelines for contact time per credit hour and student work hours are well and equitably defined and being appropriately followed.
3. Per policy B05.0, review D01.6 - Protocols for Academic Centers and use as a framework the concept paper prepared which outlines details and requests community involvement and active participation from the Academic Senate, the Provost’s Office (including the Associate Provost for Faculty Affairs), and the OVPR’s office. This work should continue jointly with the Research and Scholarship Committee.
4. Review policy D.08 – Student Academic Integrity with the view to ensure consistency between section VII and policy D18.2 – Student Appeals Process.
5. D8.0 – Student Academic Integrity Policy: Consider in collaboration with Grad Council sections IV. and V. whether this policy is appropriate and adequate in the present research / publishing environment, especially as RIT moves more towards being a research and graduate education institution.
6. D5.0 - Pass/Fail grading option: Consider whether a pass/fail or related option, such as the NRO (non-recording option) is appropriate and, if so, develop that policy in concert with student government and other relevant committees.
7. D5.0 - Forgiveness Policy: Review grade forgiveness policies at peer institutions, consider whether to establish such a policy at RIT and, if so, develop that policy. Many institutions have a grade forgiveness policy which allows students to receive

“forgiveness” of grades in a limited number of courses (or credit hours) if they retake the course and receive a passing grade. Usually a maximum of 6-9 credit hours can be forgiven. Forgiveness is different from the current policy of repeating courses because forgiveness eliminates the original grade from the student GPA calculation (but not usually from the transcript).

8. D5.1 - Academic Action Policy: Review and consider proposed changes to RIT’s Academic Action Policy (Suspension and Probation). Revision was recommended by RIT’s On-Time Graduation Task Force and has been undertaken by the Student Success Steering Committee. A set of recommendations for policy modifications are ready to be vetted. (Lynne Mazadoorian is the contact from the Student Success Steering Committee and can provide the information needed to the Academic Affairs Committee.)
9. Consider a policy to waive undergraduate tuition overload charges for research credits for students that meet a minimum GPA (to be established) and whose participation in undergraduate research pushes their total credit hours above 18. Such a policy may have a very positive impact on research-active undergraduate students and faculty and a relatively small impact on institute tuition revenue.

ACADEMIC SUPPORT AND STUDENT AFFAIRS (ASSA)

1. Propose a policy that clarifies representatives’ responsibilities for engaging and reporting to their respective college constituencies.
2. Assess the need to develop an Early Alert system for graduate students. This charge should be undertaken jointly with Grad Council (GC).
3. Review and assess the adequacy of support structures for faculty responsible for teaching students with Disability Service Agreements and all students receiving support from the Disability Services Office.

FACULTY AFFAIRS (FAC)

1. Propose a policy that clarifies representatives’ responsibilities for engaging and reporting to their respective college constituencies.
2. Develop a policy to ensure the following: 1) Every college shall have an internal governance system that is proposed and approved by the faculty of the college; 2) Every department/academic unit shall have an internal governance system that is consistent with principles approved by the faculty of the college; and 3) the Academic Senate shall establish a process for reviewing/assessing whether internal department and college governance practices are consistent with approved university-wide and Senate governance policies.
3. Per policy B05.0, continue review E04.1 - Faculty Extra Service Compensation and Summer Employment Policy.

4. Continue review of policy E12.7 - Outstanding Teaching Award for Non Tenure-Track Faculty.
5. Review policies regarding maternity and new parent leave and their effect on faculty work life before and/or after the leave, and where appropriate or needed, make recommendations for policy change, with attention to training for department heads and deans.
6. Review faculty representation on the Parking and Transportation Advisory Committee.
7. Review E05.0 Policies on Tenure, paying particular attention to cross-college consistency and the following areas, such as: (a.) service; (b.) faculty working to achieve RIT's pluralism goals; the means by which departments formally provide input to their Tenure and Promotion committees; (d.) section E05.04, Expedited Tenure and the documentation required for any expedited review and whether present requirements are sufficient to ensure proper review; (e.) practices of confidentiality on tenure committees.
8. Review E06.0 Faculty Rank and Promotion, paying particular attention to cross-college consistency and the following areas, such as: (a.) the means by which departments formally provide input to their Tenure and Promotion committees; (b.) the role, if any, that entrepreneurship should take in the promotion process; (c.) the analysis and the recommendations made in the report, "Extended Length in Rank Among Associate Professors: The Problem, Its Implications, and Strategies to Address It," and based on this review, consider best responses to the recommendations from the report; (d.) the value of making available an expedited promotion process for the Senior and Principal Lecturer ranks and identifying the necessary criteria; (d.) section E06.0.II.C. University Promotion Committee Review and the need to clarify membership criteria, especially in relation to members' voting rights; (e.) practices of confidentiality on promotion committees.
9. Clarify sections E.06.VI.B.1. and E.06.VI.C.1. in E06.0 Faculty Rank and Promotion for consistency of language, process, and dates of decision-making and notification regarding promotion to Senior Lecturer and Principal Lecturer.
10. E06.0 - Professor of Practice: Review the Professor of Practice ranks at peer institutions, consider whether to establish such a rank at RIT and, if so, develop policy to provide it.
11. Review proposed revisions to E06.1 Faculty Honorary Titles, as submitted by the Provost's Office and RIT Legal, and, where appropriate or needed, amend in order to ensure that the policy is compliant with the law regarding employment status without changing or compromising the policy's original intent and substance.
12. E7.0 – Annual Review of Faculty: Review and revise, as needed, paying particular attention to section II.H., "proposed plan of work shall be signed by the department head and faculty member" (currently absent from this policy is what to do when the parties cannot agree on a plan of work) and propose ways to increase recognition of service leadership and codify a way to document and report service leadership.
13. E24.0 Faculty Grievance Policy: Review and consider the purview, structure, and scheduling exclusions of current policy and practices in light of those practices of our peer institutions.

14. Evaluate present faculty categories (e.g., tenure-track, non-tenure track lecturers, non-tenure track research faculty, clinical faculty, visiting faculty, adjunct faculty) to see if the definitions are clear and serving RIT's needs and interests, or need addition or amendment.

GENERAL EDUCATION COMMITTEE (GEC)

1. Propose a policy that clarifies representatives' responsibilities for engaging and reporting to their respective college constituencies.
2. Review policy regarding immersions to determine whether the three-course model is sufficient or are there alternatives that should be permitted.

GLOBAL EDUCATION COMMITTEE (GLEC)

1. Propose a policy that clarifies representatives' responsibilities for engaging and reporting to their respective college constituencies.
2. Propose a means to ensure participation/input of global campuses at all levels of RITs governance system.
3. Review policy D7.0, Foreign Travel Programs, and where appropriate, propose changes.
4. Assess the degree to which RIT's internal policies and protections for faculty and students are applied to RIT's global campuses.
5. Recommend ways to more successfully include our global campuses in the work of the Standing Committees of the Academic Senate and propose consistent policy.
6. Develop definitions of what constitutes a "global campus" with regard to our many international partnerships.

GRAD COUNCIL (GC)

1. Proposing a policy that clarifies representatives' responsibilities for engaging and reporting to their respective college constituencies.
2. Investigate the policy regarding program GPA calculation WRT repeated courses (carry-over), as described above. Upon surveying the approach used by various graduate programs across campus, it was learned that this is interpreted at least two ways for degree certification with repeated courses. Graduate Council is also concerned whether the policy which necessitates approval from a dean or dean's designee for repeating a course is indeed enforced.
3. The maximum number of cross listed 500/600 courses allowed for a graduate degree. The current policy (D03.0 C. Graduate Registration) states:
(a.) No more than 20% of the courses taken in a master's level degree program can be graduate courses that are cross-listed with undergraduate courses. Cross-listed studio

courses do not count towards this limit. In certain cases, the Provost may allow exceptions to this rule provided there is sufficient justification.

(b.) If an undergraduate and graduate course is to be cross-listed, the undergraduate course must be at the 500 level or higher and the graduate course must be at the 600 level. Additional advanced level learning outcomes and educational experience designed expressly for graduate students (content, instruction, and workload) are required in any graduate level course that is dual-listed with an undergraduate course.

Graduate Council proposes to explore this policy, survey current practice across campus (including relevance to studio courses and labs), benchmark policy against other universities, and propose revisions if necessary.

4. Consider the need to develop an Early Alert system for graduate students. This charge should be undertaken jointly with the Academic Support and Student Affairs (ASSA).
5. D8.0 – Student Academic Integrity Policy: Consider in collaboration with the Academic Affairs Committee sections IV. and V. whether this policy is appropriate and adequate in the present research / publishing environment, especially as RIT moves more towards being a research and graduate education institution.

ICC

1. Propose a policy that clarifies representatives' responsibilities for engaging and reporting to their respective college constituencies.
2. Work with the Honors program to revise policy D1 to clearly outline curricular processes with regard to the Honors program.
3. Review and make recommendations on the guidelines, process, and how UG certificates can be pursued and awarded.
4. Define a process to review and approve all new and significantly revised undergraduate course proposals at the university level for subsequent review and approval of the provost. Currently only new courses that are part of new degree proposals are reviewed by ICC. The current course approval process stops at each college which can lead to overlap in offering and a waste of university resources. This process would be a draft or recommendation which would be submitted to the Provost for consideration.
5. Consider ways in which to ensure successful outreach to the colleges before new program proposals are formally considered by ICC in order to better realize our collaborative and interdisciplinary educational and curricular goals.

INSTITUTE WRITING COMMITTEE (IWC)

1. Propose a policy that clarifies representatives' responsibilities for engaging and reporting to their respective college constituencies.
2. Propose Policy on Graduate Writing as an amendment to D01.5

3. Revise Appendix B of the Course Outline Form to more clearly articulate the expectations of the IWC when reviewing courses for WI designation, and to clarify the procedure and sequencing for course outline approvals.
4. Clarify policy and where appropriate, propose revisions regarding about the required language of writing for Writing Intensive Courses

LONG-RANGE PLANNING AND ENVIRONMENT COMMITTEE (LRPEC)

1. Propose a policy that clarifies representatives' responsibilities for engaging and reporting to their respective college constituencies.
2. Determine RIT's plans regarding climate change preparedness with attention to RIT's landscape and built environments.
3. Review and where needed propose a master plan regarding climate change preparedness and propose mitigation strategy with attention to RIT's landscape and built environments.
4. Consider, where appropriate or needed, procedures for ensuring the LRPEC's involvement regarding construction and long-term physical plant decisions at RIT in light of current academic needs and academically-related aspects of the new Strategic Plan.

RESEARCH AND SCHOLARSHIP COMMITTEE (RSC)

1. Propose a policy that clarifies representatives' responsibilities for engaging and reporting to their respective college constituencies.
2. Per policy B05.0, review policies C03.1 Agreement for Commissioning of Educational Materials and C05.0 Policy for the Protection of Human Subjects in Research.
3. Review policy E18.0 Faculty Leave for Professional/Career Development with regard to its effectiveness at supporting RIT's research and scholarship goals.
4. Evaluate the pros and cons of RIT adopting an open access policy for scholarly research from RIT faculty and staff. Make a recommendation based on those findings.
5. Assess and make recommendations on university-wide policies concerning research projects involving faculty from multiple administrative units. In particular, consider RIT's current practices for how faculty contributions are credited in multi-unit projects when they apply for tenure and promotion, as well as mechanisms used to return costs from research projects involving multiple administrative units (e.g., as related to facilities, personnel, administration, etc.) to incentivize collaborative faculty success.
6. Review travel policy governing graduate student requests.
7. Review the updated Graduate Research Assistantship (GRA) policy.
8. Revise D01.6, Protocols for Academic Centers, based on its review last year, and use as a framework the concept paper prepared which outlines details and requests community involvement and active participation from the Academic Senate, the Provost's Office (including the Associate Provost for Faculty Affairs), and the OVPR's office. This work should continue jointly with the Academic Affairs Committee.

9. Evaluate institutional support and management systems in order to find ways to facilitate faculty research.
10. Provide recommendations on ways for faculty to coordinate with the Office of Development to increase faculty success, endowed positions for recruiting/retain research intensive faculty, as well as graduate student fellowships that can promote research and graduate student quality aligned with the Strategic Plan.
11. Review the annual Faculty scholarship reporting procedures and recommend alternative ways to streamline collection of citations for completion and enhanced impact.
12. Provide recommendations that can guide administrative policies for the Marketing and Communications Division with respect to how branding, website upgrades, and public communication represent RIT research.

RESOURCE ALLOCATION AND BUDGET COMMITTEE (RABC)

1. Propose a policy that clarifies representatives' responsibilities for engaging and reporting to their respective college constituencies.
2. Review and consider the present budget model and recent adjustments in allocations in light of RIT's enrollment shortfall.
3. Consider whether the present policy adequately ensures regular and timely involvement of the RABC in assessing budget proposals, priorities, and their impact, and propose a flow chart that represents the processes for when the Administration will be including the RABC.
4. Review RIT Travel Policy. Section C: Travel Policies #6, Non-reimbursable expenses which currently prohibit "childcare and babysitting expenses," and where needed, make policy recommendations in order to calibrate RIT policy with funding agencies and trends in this area.
5. Examine and consider a policy and protocol that ensures the RABC's involvement regarding any proposed changes in retirement savings plans and future benefits.
6. Examine and where appropriate, make recommendations regarding the policy on the Academic Program Review and clarify the formulas for showing the program profit/loss in the review process.
7. Review and, where appropriate, strengthen and amend the Student Government Resolution, previously endorsed by the Academic Senate, on the Establishment of a Socially Responsible Investment Advisory Committee (SG 66.01), in order to determine whether a resolution should be proposed directly by the Academic Senate.