

## II. Benefits-Human Resources Committee

### A. *Membership*

**Faculty from Schools and Colleges:** One voting member of the Human Resources Benefits Committee shall be elected from the faculty of each School or College, except for the College of Agricultural and Environmental Sciences (which shall have two members), the Franklin College of Arts and Sciences (which shall have four members), and the College of Education (which shall have two members). Faculty who represent Schools and Colleges shall be elected from and by the elected faculty members of the University Council representing those Schools and Colleges and shall serve three-year terms, even if their term of membership on the University Council expires prior to their term of service on this committee.

**Faculty elected under Part V, III, D:** Those elected under Part V, III, D shall elect one voting member from among themselves. This member shall serve a three-year term, even if this member's term on the University Council expires prior to the term of service on this committee.

**Staff:** Three staff members, elected by the Staff Council, shall serve three-year terms as voting members.

~~B.~~ **Administration:** The Associate Vice President for Human Resources shall serve as a voting member.

**Benefits-Human Resources Committee Chair:** The Chair of the Benefits-Human Resources Committee shall be elected each year from among the faculty and staff members on the Committee.

### ~~C.~~ B. *Duties*

1. To review and recommend policies related to faculty and staff benefits, including but not limited to leave programs, retirement programs, health and life insurance programs, ~~and~~ emeritus faculty benefits, and other human resource matters.
2. To review and recommend policies related to gender and equity issues.

## III. Committee on Facilities

### A. *Membership*

**Faculty:** One voting member of the Committee on Facilities shall be elected from the faculty of each School or College. In addition to these faculty members, the Committee shall include six voting members elected from and by the elected faculty members of the University Council. Faculty elected from the Schools and Colleges shall serve three-year terms. Faculty elected from the Council shall also serve three-year terms, even if their term of membership on the University Council expires prior to their term of service on this committee.

**Students:** Two undergraduate students and one graduate/professional student shall be elected as Committee members from and by the student members of the University Council. These students shall serve a one-year term as voting members.

**Staff:** One staff member, elected by the Staff Council, shall serve a three-year term as a voting member.

**Administration:** The Associate Vice President for Physical Plant, the Chief of the UGA Police Department, the Director of University Architects for Facilities Planning, the Director of Institutional Research, the Senior Vice President for Academic Affairs and Provost, the Vice President for Instruction, and the Vice President for Student

Affairs shall serve as voting members.

**Committee on Facilities Chair:** The Chair of the Committee on Facilities shall be elected each year from among the ~~six~~ faculty and staff members of the committee. ~~elected from the University Council.~~

*B. Duties*

1. To review and evaluate policies concerning campus planning, the use of University land and facilities, and campus safety and to recommend necessary changes to the Council, the President, and appropriate offices.

**IV. Committee on Intercollegiate Athletics**

*A. Membership*

**Faculty:** Nine voting members shall be on the Committee on Intercollegiate Athletics. Of these nine members, one shall be the University Council representative to the UGA Athletic Association Board of Directors serving on the Executive Committee of the Board, and one shall be the Faculty Athletics Representative appointed by the President. Seven members shall be elected from and by the elected faculty members of the University Council and shall serve three-year terms, even if their term of membership on the University Council expires prior to their term of service on this committee.

**Students:** One undergraduate student and one graduate/professional student shall be elected as Committee members from and by the student members of the University Council. In addition, the President of the Student-Athlete Advisory Council shall serve on the Committee. The elected students shall serve a one-year term as voting members.

**Administration:** The Athletic Director, or an appointed representative, shall be a non-voting member.

**Committee on Intercollegiate Athletics Chair:** The Chair of the Committee on Intercollegiate Athletics shall be elected each year from among the faculty members with academic rank on the Committee. However, the Faculty Athletics Representative appointed by the President is not eligible to serve as Chair.

*B. Duties*

1. To meet with the Athletic Director of the University of Georgia Athletic Association to review the Athletic Association policies and plans pertinent to the University program of student involvement in intercollegiate athletics.
2. To meet with the Associate Athletic Director for Student Services and the Compliance Coordinator of the University of Georgia Athletic Association to review admission and transfer criteria for student athletes and the University of Georgia's compliance with NCAA rules and regulations. The committee will report to Council on the academic progress of student-athletes at least once a semester.
3. To provide an annual written review of the Academic Support Group of the Athletic Association, mandated by the NCAA. The review will consist of the results of interviews with academic counselors, student-athletes, and an evaluation of the facilities and policies of the Academic Support Unit.
4. To formulate and recommend to the Council and the Athletic Association any changes in the present University program of intercollegiate athletics.

## V. Committee on Statutes, Bylaws, and Committees

### A. Membership

**Faculty:** Of the five voting members on the Committee on Statutes, Bylaws, and Committees, four shall be elected from and by the elected faculty members of the University Council. The fifth member shall be the immediate past Chair of the Executive Committee, and this member shall serve a one-year term. The other members shall serve three-year terms, even if their term of membership on the University Council expires prior to their term of service on this committee.

**Committee on Statutes, Bylaws, and Committees Chair:** The Chair of the Committee on Statutes, Bylaws, and Committees shall be elected each year from among the faculty members with academic rank members on the Committee.

### B. Duties

1. To review, at least annually, the *Statutes of the University* and the *Bylaws of the University Council* for possible changes in intent and wording. Changes will be recommended to the Executive Committee for appropriate action by the Council.
2. To receive and consider suggestions for changes in the *Statutes* and *Bylaws* that may be made by the Executive Committee, any of the other standing committees, or any member of the Council. Changes will be forwarded to the Executive Committee for appropriate action.
3. To prepare, in the spring of each year, a slate of candidates for the various standing committees of the University Council whose members are elected by the Council. The Committee should consider the maintenance of an appropriate balance among committee nominees to insure adequate and fair representation. The slate of candidates will be submitted to the Executive Committee prior to the last regularly scheduled Council meeting of the academic year.

## VI. Committee on Student Affairs

### A. Membership

**Faculty:** Nine voting members of the Committee on Student Affairs shall be elected from and by the elected faculty members of the University Council. Among these nine members, at least one and not more than two, must come from the Franklin College of Arts and Sciences and no more than one may come from any other School or College. Faculty shall serve three-year terms, even if their term of membership on the University Council expires prior to their term of service on this committee.

**Students:** Six students, at least one of whom must be a graduate/professional student, shall be elected from and by the student members of the University Council. These students shall serve a one-year term as voting members.

**Staff:** Two staff members, elected by the Staff Council, shall serve three-year terms as voting members.

**Administration:** The Vice President for Student Affairs shall serve as a voting member.

**Committee on Student Affairs Chair:** The Chair of the Committee on Student Affairs

shall be elected each year from among the faculty members with academic rank on the Committee.

*B. Duties*

1. To recommend to the Council rules and regulations affecting student life, activities, and behavior.
2. To investigate and report on any student issue which the Council may wish the Committee to consider or which the Committee itself believes worthy of consideration.
3. To have members provide advice, as needed, to the Student Affairs Departments on non-academic student petitions.
4. To advise the Division of Students Affairs, especially on long-range planning, and advocate on behalf of the Division.

**VII. Curriculum Committee**

*A. Membership*

**Faculty:** One voting member of the Curriculum Committee shall be elected from the faculty of each School or College, except for the Franklin College of Arts and Sciences, which shall have two faculty members, one representing the Sciences and the other the Arts and Humanities. Faculty must hold the terminal degree for their discipline. Faculty may be elected from within or outside the University Council and shall serve three-year terms.

**Students:** One undergraduate and one graduate/professional student shall be elected as Committee members by the student members of the University Council. The student members of the Curriculum Committee may be elected from within or outside the University Council. They shall serve a one-year term as voting members.

**Administration:** The Senior Vice President for Academic Affairs and Provost, or an appointed representative, shall be a non-voting member.

**Curriculum Committee Chair:** The Chair of the Curriculum Committee shall be elected at the last meeting of each year from among the faculty members with academic rank on the Committee by those with voting privileges. The Chair of the Curriculum Committee shall vote on committee matters only in the case of a tie. Upon election of the Chair, a replacement faculty representative shall be elected from the Chair's School or College.

*B. Duties*

1. To review all changes in course offerings, although the primary responsibility for initiating the modification, addition, and deletion of courses shall reside with the various schools and colleges.
2. To review recommendations from the various schools and colleges regarding the establishment, major modification, including the change of the name of a course, section, division or department, or discontinuance of any degree program and to recommend action to the University Council.
3. To advise the Council and the President on the establishment or discontinuance of schools or colleges in the University.

4. To consider and recommend to the Council action on other curricula matters which may affect the University as a whole or relations between two or more schools or colleges.

## VIII. Educational Affairs Committee

### A. *Membership*

**Faculty with academic rank:** Eleven voting members shall be elected from and by the elected faculty members with academic rank on the University Council. The distribution of representation among the schools and colleges shall be reexamined every three years, taking into consideration the proportion of undergraduate enrollment. Currently, the representation shall be as follows:

- Franklin College of Arts and Sciences – 3 members
- Terry College of Business – 1 member
- College of Education – 1 member
- College of Family and Consumer Sciences – 1 member
- Grady College of Journalism and Mass Communication – 1 member
- School of Public and International Affairs -- 1 member
- College of Agricultural and Environmental Sciences and Warnell School of Forestry and Natural Resources – 1 member
- College of Environment and Design, College of Public Health, School of Social Work, and Odum School of Ecology – 1 member
- College of Pharmacy, College of Veterinary Medicine, and School of Law – 1 member

Faculty shall serve three-year terms, even if their term of office on the University Council expires prior to their term of service on this committee.

**Students:** One undergraduate student and one graduate/professional student shall be elected as Committee members from and by the student members of the University Council. These students shall serve a one-year term as voting members.

**Administration:** The Senior Vice President for Academic Affairs and Provost, or an appointed representative, shall be a voting member.

**Educational Affairs Committee Chair:** The Chair of the Educational Affairs Committee shall be elected at the last meeting of each year from among the faculty members on the Committee.

### B. *Duties*

1. To consider and recommend to the Council educational policies dealing with registration procedures, class times and periods, the academic calendar, academic advising, and the like.
2. To hear academic student petitions, including grade appeals.
3. To hear appeals from the Division of Academic Enhancement Student Issues Committee.

## IX. Faculty Admissions Committee

### A. *Membership*

**Faculty with academic rank:** One voting member of the Faculty Admissions Committee shall be elected from the faculty with academic rank of each School or College which enrolls undergraduate students, except for the Franklin College of Arts and Sciences, which shall have three members. Faculty may be elected from within or outside the University Council and shall serve three-year terms.

**Students:** One student shall be elected as a Committee member from and by the

student members of the University Council. This student shall serve a one-year term as a voting member.

**Administration:** The Senior Vice President for Academic Affairs and Provost, the Vice President for Instruction, the Vice President for Student Affairs, the Director of Undergraduate Admissions, the Director of the Honors Program, the Director of Institutional Research, and one representative each from Counseling and Psychological Services, University Testing Services, and the Academic Enhancement program shall serve as non-voting members.

**Faculty Admissions Committee Chair:** The Chair of the Faculty Admissions Committee shall be elected each year from among the elected faculty members on the Committee by those with voting privileges.

#### *B. Duties*

1. To establish policies for undergraduate admissions, with the advice and consent of the President.
2. To provide recommendations concerning the admission to the University of any student not meeting minimum admission requirements, and in the case of approval to justify each such admission in writing to the Executive Committee.
3. With the assistance of a committee of Academic Enhancement faculty, to monitor and enforce policies and procedures for the admission of students to Developmental Studies, a component of Academic Enhancement. Authority for admissions to Developmental Studies shall rest with the Faculty Admissions Committee.
4. To monitor policies and procedures by which students exit Developmental Studies and gain admission to standard University programs.
5. To require the President to inform in writing the Faculty Admissions Committee and the Executive Committee the reasons for not accepting a recommendation from the Faculty Admissions Committee.

### **X. Faculty Affairs Committee**

#### *A. Membership*

**Faculty with academic rank:** One voting member of the Faculty Affairs Committee shall be elected from the faculty with academic rank of each School or College, except for the College of Agricultural and Environmental Sciences (which shall have two members), the Franklin College of Arts and Sciences (which shall have four members), and the College of Education (which shall have two members). Faculty who represent Schools and Colleges shall be elected from and by the elected faculty members of the University Council representing those Schools and Colleges and shall serve three-year terms, even if their term of membership on the University Council expires prior to their term of service on this committee.

**Faculty Affairs Committee Chair:** The Chair of the Faculty Affairs Committee shall be elected each year from among the members on the Committee.

#### *B. Duties*

1. To review and recommend policies on matters of faculty concern related to faculty productivity and evaluation, including but not limited to activities and

programs, appointment, promotion and tenure, post tenure review and academic freedom.

## **XI. Faculty Grievance Committee**

### *A. Membership*

**Faculty with academic rank:** The seven voting members on the Faculty Grievance Committee shall be elected by the elected faculty members of the University Council. No more than two faculty shall be from any one School or College. Faculty may be elected from within or outside the University Council and shall serve three-year terms.

**Faculty Grievance Committee Chair:** The Chair of the Faculty Grievance Committee shall be elected each year from among the members on the Committee.

### *B. Duties*

1. To receive and evaluate requests for grievance resolution and to decide how to act on those requests.
2. To conduct inquiries into faculty grievances and to attempt the resolution of these grievances by mediation or hearings, and to present recommendations for appropriate responses to the grievances it has considered to the President.
3. To consider appeals of cases heard by grievance committees in the schools and colleges and to present its recommendations for appropriate responses to grievances to the President. In most instances, individuals must first seek resolution of their grievances through grievance procedures available in the schools or colleges, when those procedures are available, before seeking resolution in the University Council Faculty Grievance Committee.
4. To establish, maintain, and publish procedures by which the above duties are conducted.

## **XII. Faculty Post-Tenure Review Appeals Committee**

### *A. Membership*

**Faculty with academic rank:** The Faculty Post-Tenure Review Appeals Committee shall include seven voting members elected by the elected faculty members of the University Council. No more than two members shall be from any one School or College.

At the time of their appointment, committee members must hold the rank of Professor with tenure. Faculty may be elected from within or outside the University Council and shall serve three-year terms.

**Faculty Post-Tenure Review Appeals Committee Chair:** The Chair of the Faculty Post-Tenure Review Appeals Committee shall be elected each year from among the members on the Committee.

### *B. Duties*

1. To hear appeals from a post-tenure review in which the faculty member has received an evaluation of "unsatisfactory" by the post-tenure review unit.
2. To prepare and annually review procedures for handling of appeals.

3. To ensure compliance with the Policy for Review of Tenured Faculty.

### **XIII. Faculty/Staff Parking Appeals Committee**

#### *A. Membership*

**Faculty:** Two voting members of the Faculty/Staff Parking Appeals Committee shall be appointed by the University Council Executive Committee. Faculty may be appointed from within or outside the University Council and shall serve two-year terms, beginning in the month of September.

**Staff:** Two staff members, elected by the Staff Council, shall serve as voting members of the Faculty/Staff Parking Appeals Committee. The staff members of the Faculty/Staff Parking Appeals Committee shall serve two-year terms, beginning in the month of August.

**Administration:** One representative from Parking Services shall serve as a non-voting member of the Faculty/Staff Parking Appeals Committee.

**Faculty/Staff Parking Appeals Committee Chair:** The Chair of the Faculty/Staff Parking Appeals Committee shall be elected each year from among the faculty and staff members on the Committee by those with voting privileges.

#### *B. Duties*

1. To consider all appeals from faculty and staff concerning parking tickets and fines at The University of Georgia. Tie votes by the committee shall be regarded as a denial of appeal. The President of the University has delegated authority to this committee to make final institutional decisions on faculty and staff traffic and parking appeals.

### **XIV. Strategic Planning Committee**

#### *A. Membership*

**Faculty:** Seven voting members of the Strategic Planning Committee shall be elected by the elected faculty members of the University Council. No more than two members shall be from any one School or College. Faculty may be elected from within or outside the University Council and shall serve three-year terms.

**Students:** One undergraduate student and one graduate/professional student shall be elected as Committee members by the student members of the University Council. These students may be elected from within or outside the University Council. They shall serve a one-year term as voting members.

**Staff:** One staff member, elected by the Staff Council, shall serve a three-year term as a voting member.

**Administration:** The Associate Provost for [Strategic Academic Planning](#) shall be a voting member.

**Strategic Planning Committee Chair:** The Chair of the Strategic Planning Committee shall be elected each year from among the faculty members on the Committee.

#### *B. Duties*

1. To advise and consult with the President and the faculty in the establishment, monitoring and revision of the Strategic Plan of the University.



2. To advise and consult with the Senior Vice President for Finance and Administration, the Senior Vice President for Academic Affairs and Provost, and the faculty about the status of the current university budget, the outlook for the university's budget for the upcoming year, and the extent to which budgetary changes promote the university's strategic goals.
3. To forward recommendations to the University Council concerning any Strategic Plan offered by the President.

## **XV. University Libraries Committee**

### *A. Membership*

**Faculty:** One voting member of the University Libraries Committee shall be elected from the faculty of each School or College. Faculty may be elected from within or outside the University Council and shall serve three-year terms.

**Students:** One undergraduate student and one graduate/professional student shall be elected as Committee members from and by the student members of the University Council. These students shall serve a one-year term as voting members.

**Staff:** One staff member, elected by the Staff Council, shall serve a three-year term as a voting member.

**Administration:** The Director of Libraries shall be a voting member.

**University Libraries Committee Chair:** The Chair of the University Libraries Committee shall be elected each year from among the faculty members on the Committee.

### *B. Duties*

1. To consider and recommend to the Council, the Director of Libraries, and the Senior Vice President for Academic Affairs and Provost general policies for the development and utilization of the University libraries.

## **XVI. University Promotion and Tenure Appeals Committee**

### *A. Membership*

**Faculty with academic rank:** One voting member of the University Promotion and Tenure Appeals Committee shall be elected by the tenured faculty of each School or College. Faculty elected shall be tenured and hold the rank of Professor. Faculty shall serve three-year terms. While serving on this committee, faculty cannot serve on other promotion and tenure committees at the School, College, or University levels.

**Administration:** The Senior Vice President for Academic Affairs and Provost shall serve as a non-voting member of the University Promotion and Tenure Appeals Committee.

**University Promotion and Tenure Appeals Committee Chair:** The Chair of the University Promotion and Tenure Appeals Committee shall be the Senior Vice President for Academic Affairs and Provost.

### *B. Duties*

1. To conduct all their deliberations in confidence; they may not discuss an appeal with anyone who is not a member of the committee. An exception to this confidentiality relates to discussions with staff assisting the committee.

2. To review the dossiers that are required to come before the committee and advise the Senior Vice President for Academic Affairs and Provost in accordance with the University's Guidelines for Appointment, Promotion and Tenure.