

Evaluation Committee

Charge: The Committee shall be responsible for the Five-Year Unit Program Evaluation report mandated by *Fac. Man.* Appendix L, E. and shall, in consultation with the departmental chairperson, coordinate the creation of the Department's Southern Association of Colleges and Schools ("SACS") report. The Five-Year Unit Evaluation report shall be submitted to the voting departmental faculty (as prescribed by *Fac. Man.* Appendix L, E., 3.), requiring, for approval, a vote of 3/5 of the entire departmental, voting faculty.

In addition to the duties and responsibilities prescribed by *Fac. Man.* Appendix L, the Committee's Five-Year Evaluation shall:

1. review the effectiveness of the departmental Code and recommend to the permanently-tenured faculty suggested amendments.
2. with each quadrennial evaluation of the departmental chairperson, review the departmental Code and report to the Faculty Senate that the Code meets or fails to meet current Senate guidelines.
3. study faculty salaries, providing means, medians, and standard deviations of departmental salaries for the Department, and for the Department by rank, sex, and highest degree held. Report findings and recommendations to the departmental faculty in the committee's annual report.

The Evaluation Committee shall, in consultation with the departmental chairperson and other appropriate faculty, review and report to the departmental faculty on all major planning documents and other assessments of unit operations prior to their submission to the departmental voting faculty (as per *Fac. Man.* Appendix L), whose majority (present and voting) approval is required before such reports or documents are submitted to an outside administrator.

Members:

Robert Bernhardt	2013
	2013
David Pravica	2013
Zach Robinson	2013
Mike Spurr	2013

Personnel Committee

Charge: The Personnel Committee shall:

1. Discharge the duties and responsibilities stipulated by *Fac. Man.* Appendix D.
2. Recommend to the departmental voting faculty (as per *Fac. Man.* Appendix L) changes perceived to be needed in departmental criteria for appointments, reappointments, promotions, and the granting of permanent tenure. Those recommendations which, after presentation and debate, are approved by a majority of the departmental voting faculty shall become formal recommendations for amendments to the Code.
3. Study, annually, departmental criteria for award of merit pay raises and recommend to the departmental voting faculty (as per *Fac. Man.* Appendix L) changes perceived to be needed. Those recommendations which, after presentation and debate, are approved by a majority of the departmental voting faculty shall become formal recommendations for amendments to the Code.

4. Conduct, annually and in consultation with the departmental chair, a thorough evaluation of each probationary departmental faculty member's performance in teaching, research/scholarship and service. A copy of this evaluation shall be placed in the faculty member's personnel file and shall represent the basis for peer review of performance expressed in the probationary member's annual progress-toward-tenure letter.

Members:

Mike Spurr	2014, Chair
Elias Katsoulis	2012
Chris Carolan	2012
Heather Ries	2014
Chris Jantzen	2013

Graduate Committee

Charge: The Graduate Committee shall:

1. Make recommendations for graduate program development, graduate course offerings, adjustments in degree requirements and policies, and curricula changes.
2. Confer with other faculty to facilitate design and availability of effective service courses appropriate for and attractive to graduate students in other disciplines.
3. Strengthen departmental programs by promoting teaching effectiveness, scholarly study, high standards of performance, and the recruitment of able graduate students.

Members:

Salman Abdulali	2013
Chal Benson	2014
David Pravica	2014
Peng Xiao	2012
Chris Jantzen, Graduate Director	
Chris Carolan, Statistics Coordinator	
M.S. Ravi, Ex-officio	

Undergraduate Curriculum Committee

Charge: The Committee shall:

1. Make recommendations to the departmental voting faculty (as per *Fac. Man.* Appendix L) for undergraduate program development, undergraduate course offerings, adjustments in degree requirements and policies, and curricula changes.
2. Elect from its membership a departmental representative to the Arts and Sciences Curriculum Committee who shall oversee the timely transmission of departmentally-approved curriculum actions to the Arts and Sciences Curriculum Committee.
3. Confer with other faculty to design and provide effective service courses appropriate for and attractive to undergraduates in other disciplines;

4. Seek to strengthen departmental programs by promoting teaching effectiveness and scholarly study, high standards, and the recruitment of academically able students.

Members:

	2013
Gail Ratcliff	2014
Heather Ries	2014
Peng Xiao	2012
Randriampiry	2012
Chris Carolan, Statistics Coordinator	
M.S. Ravi, Ex-officio	

Teaching Committee:

Charge: The Committee shall make recommendations to the departmental faculty concerning teaching loads and course assignments. Recommendations of the Committee that are approved by a majority of departmental faculty present and voting are forwarded to the chairperson of the Department. The Committee shall:

1. Recommend measures that seek to enhance teaching effectiveness and the evaluation thereof.
2. Oversee implementation of alternate methods of assessing teaching effectiveness.
3. Recommend impartial selection criteria and procedures that are consistent with curricula demands for determining faculty employment in each summer term.
4. Serve as a recourse committee for any departmental faculty member who wishes to appeal a departmental assignment. The Committee shall hear the appeal and shall make a recommendation to the chairperson in an effort to resolve the dispute. [For other appeal options, consult Appendix Y of the *Fac. Man.*]
5. Consult, as needed, with the Director of Graduate Studies and the departmental chairperson on courses to be taught by graduate teaching assistants.

Members:

Cathy Wilkerson	2014
Said Said	2013
April Church	2012
Gail Ratcliff	2014, Chair
Ioannis Gkigkitzis	2012

Bjm/ Revised 10/10/2005/Revised
4/19/2006/12/06/2006/4/16/2007/9/07/2007/9/19/2007/11/28/2007/4/23/2008/10/06/2008/12/03/2008/
4/22/2009/9/11/2009/4/14/2010/10/20/2010/5/6/2011