

April 5, 2019

**First Reading: Motion to Amend duties of The Educational Policy Committee  
(jointly consider proposed changes to 1.3.2.1 and 1.3.4.2)**

**Current Language**

1.3.2.1 Educational Policy Committee

The committee on educational policy attends to such matters as are referred to it by the Faculty Senate, by college faculties, by faculty regulations, or by the president. The committee is responsible for the study of the university curriculum, long-range academic plans, and undergraduate academic rules and regulations. The committee will make appropriate recommendations to the president and the Faculty Senate.

The committee consists of nine tenured members of the teaching faculty, the provost, and the dean of each of the four colleges. The nine faculty members will serve three-year non-concurrent terms. Three will be elected from the College of Arts and Sciences, three from the P.C. Rossin College of Engineering and Applied Science, two from the College of Business and Economics, and one from the College of Education. All members may vote in the meetings, but none shall be permitted to vote in absentia or to send a voting delegate.

The Registrar or his/her delegate serves as a non-voting member of the Educational Policy Committee. Three undergraduate students, one from each undergraduate college, shall be non-voting members. Two graduate students, one from the College of Education, shall be elected by the Graduate Student Council to be non-voting members. One of the elected faculty members shall chair the committee. At the final meeting of the spring term, the committee shall elect one of the faculty members as chair-elect for the coming year. Both the chair and the chair-elect take office on July 1. Meetings of the committee shall, upon request to the committee chair, be open to other individuals in the university community. Students, faculty, and administrators who attend under this provision shall be nonvoting listeners, although the chair is empowered to invite them to address the committee. The chair is also empowered to close certain meetings so that only voting members are present to transact committee business. The minutes of the committee are sent to the Provost's Office and posted on the Lehigh University Faculty Senate's website. The committee chairperson represents the educational policy committee and serves as a liaison to the Faculty Senate.

## Proposed Language

### 1.3.2.1 Educational Policy Committee

The committee on educational policy attends to such matters as are referred to it by the Faculty Senate, by college faculties, by faculty regulations, or by the president. The committee is responsible for the study of the university curriculum, long-range academic plans, and undergraduate academic rules and regulations. The committee will make appropriate recommendations to the president and the Faculty Senate.

As needed, the committee advise and assist with the Offices of International Affairs and Study Abroad by: 1) examining proposals, programs, courses, initiatives, and policies pertaining to Study Abroad; 2) develop and implement quality criteria for Study Abroad programs; 3) Ensure alignment between university academic policies and study abroad policies and credit recognition; and consultwith faculty in respective colleges on a core of acceptable and available programs that meet the curricular needs of each college. Where needed, the committee may consult with the Director of Study Abroad Programs, the Chair of the Modern Languages and Literature Department, or other relevant program leaders.

The committee consists of nine tenured members of the teaching faculty, the provost, and the dean of each of the four colleges. The nine faculty members will serve three-year non-concurrent terms. Three will be elected from the College of Arts and Sciences, three from the P.C. Rossin College of Engineering and Applied Science, two from the College of Business and Economics, and one from the College of Education. All members may vote in the meetings, but none shall be permitted to vote in absentia or to send a voting delegate.

The Registrar or his/her delegate serves as a non-voting member of the Educational Policy Committee. Three undergraduate students, one from each undergraduate college, shall be non-voting members. Two graduate students, one from the College of Education, shall be elected by the Graduate Student Council to be non-voting members. One of the elected faculty members shall chair the committee. At the final meeting of the spring term, the committee shall elect one of the faculty members as chair-elect for the coming year. Both the chair and the chair-elect take office on July 1. Meetings of the committee shall, upon request to the committee chair, be open to other individuals in the university community. Students, faculty, and administrators who attend under this provision shall be nonvoting listeners, although the chair is empowered to invite them to address the committee. The chair is also empowered to close certain meetings so that only voting members are present to transact committee business. The minutes of the committee are sent to the Provost's Office and posted on the Lehigh University Faculty Senate's website. The committee chairperson represents the educational policy committee and serves as a liaison to the Faculty Senate.

April 5, 2019

**First Reading: Motion to Dissolve the Study Abroad Faculty Policy Board (jointly consider proposed changes to 1.3.2.1 and 1.3.4.2)**

**Current Language**

1.3.4.2 Study Abroad Faculty Policy Board

The study abroad faculty policy board is responsible for:

- 1) the coordination of courses, curriculum and credit for undergraduate students who study abroad;
- 2) development and implementation of quality criteria for Study Abroad programs; and
- 3) consultation with faculty in respective colleges on a core of acceptable and available programs which meet the curricular needs of each college.

The Board consists of eight tenured faculty members: one at large from the Educational Policy Committee; one each from the colleges of Business and Economics, Education, and Engineering and Applied Science; one from each of the three divisions in the College of Arts and Sciences; and, ex officio, the Chair of the Modern Languages and Literature Department. There are two ad hoc members: the Director of Study Abroad and a representative from the Dean of Students. Ad Hoc Administrative Advisors such as the Registrar will serve as needed. Except for the Chair of the Modern Languages and Literature Department, each of the seven faculty members may serve a maximum of two consecutive three-year terms. The Educational Policy Committee elects its representative; the six college representatives are elected by their respective college constituency. The ad hoc members serve by virtue of their position.

One of the faculty members serves as chair for a one-year term. At the spring board meeting the board elects a chair-elect who serves as vice-chair for the ensuing academic year. Both the chair and the chair-elect take office on July 1. The Director of Study Abroad serves as secretary to the Board. Annually the Faculty Policy Board presents a report to the Educational Policy Committee on the status of Study Abroad.

**Motion to Dissolve**

**On June 30<sup>th</sup> 2019, the Study Abroad Faculty Policy Board shall dissolve automatically and the members thereof shall be released and discharged from all duties, and responsibilities as outlined in section 1.3.4.2 of the Rules and Procedures of the Faculty.**

Rationale:

- Much of the existing work of the Study Abroad Faculty Policy Board is currently being conducted by the Study Abroad Office the Office of International Affairs in conjunction with individual colleges and departments. The remaining work fell under Education Policy's purview. In consultation with the Study Abroad Director, the Office of International Affairs, and Ed Pol, it was deemed appropriate to dissolve the Study Abroad Faculty Policy Board and fold the residual responsibilities under Ed Pol's umbrella.

April 5, 2019

## **First Reading; Motion to Dissolve the Standing Subcommittee on Writing Instruction**

### **Current Language**

#### **1.3.2.1.1. Standing Subcommittee on Writing Instruction**

The Educational Policy Committee will have a Standing Subcommittee on Writing Instruction. The subcommittee will, under the oversight of the Educational Policy Committee:

- 1) examine all academic programs, policies, initiatives, and proposals of same having to do with undergraduate and graduate writing, including the First-Year Writing Program and the Writing Across the Curriculum Program;
- 2) advise the Educational Policy Committee on improvement and implementation of writing programs and policies; and
- 3) coordinate among the various writing programs across the university. The subcommittee will also be available for consultation by the Educational Policy Committee and the Graduate and Research Committee on new course and curriculum proposals. The subcommittee will report at least once a year to the Educational Policy Committee.

The subcommittee consists of four faculty members, one from each of the four colleges appointed by the Dean of that college to staggered three-year terms, the Director of the Writing Program in the English Department, the Director of the Writing and Math Center, the Director of the Writing Across the Curriculum Program, and one faculty member of the Educational Policy Committee appointed by that committee's chair.

The chair of the subcommittee is elected by its members.

### **Motion to dissolve:**

**On June 30<sup>th</sup> 2019, the Standing Subcommittee on Writing Instruction shall dissolve automatically and the members thereof shall be released and discharged from all duties, and responsibilities as outlined in section 1.3.2.1.1 of the Rules and Procedures of the Faculty.**

- Rationale: This standing committee is a sub-committee on Educational Policy. It went dormant for a number of years and was reconstituted in AY 2018/2019 to conform with R&P. Since that time, the committee does not typically meet. After consulting with the Chair of Ed. Pol and with the full Ed Pol committee, it was agreed that the Standing Subcommittee on Writing instruction was not necessary.

April 5, 2019

## **First Reading: Motion to Dissolve The Faculty Committee on Student Affairs**

### **Current Language**

#### **1.3.2.5 Faculty Committee on Student Affairs**

The faculty committee on student life consists of 11 individuals: six faculty members, one elected from each of the four colleges plus two at-large faculty members; the Vice Provost for Student Affairs; the Associate Vice Provost and Dean of Students; the Director of Graduate Student Life; and two appointed student representatives, one each from the Undergraduate Student Senate and the Graduate Student Senate. The faculty members representing their colleges serve four-year, staggered terms, with the member in his/her third year of service assuming the role of chairperson, rotating across each of the four colleges. The chairperson also serves as a liaison to the Faculty Senate. The two at-large faculty members are elected to two-year staggered terms from the university as a whole. Upon request to the committee chair, meetings of the committee shall be open to other individuals in the university community.

The committee advises the administration in all aspects of undergraduate and graduate co-curricular student life, providing collaborative discussion related to policy initiatives, concerns, and long-range plans that impact students. Also among the committee's responsibilities is providing input on student life issues covered in the Student Handbook. The committee meets at least three times per semester and reports annually to the Faculty Senate regarding its discussions. The minutes of the committee are sent to the Provost's Office and posted on the Lehigh University Faculty Senate website.

### **Proposed Motion to Dissolve**

**On June 30<sup>th</sup> 2019, the Faculty Committee on Student Affairs shall dissolve automatically and the members thereof shall be released and discharged from all duties, and responsibilities as outlined in section 1.3.2.5 of the Rules and Procedures of the Faculty.**

### **Rationale:**

- Members of the Faculty Committee on Student Affairs felt convened and determined that the primary work of the committee consists of administering the bLUeprint grant program. The committee and the Office of Student Affairs jointly determined that this grant program should be administered by Office of Student Affairs. The committee supports the dissolution of this standing committee.

April 5, 2019

**First Reading: Motion to Combine The Online Learning Policy Committee with The Library Users' Committee to form the Library and Technology Services Faculty Committee.**

**Current Language**

**1.3.4.1 Library Users' Committee**

The library users' committee supports the development of the university's libraries as a resource of the academic community. The committee recommends ways and means by which the libraries may serve the needs of the students and faculty. It reports once a year to the Faculty Senate. The committee consists of five faculty members and three students in good standing. The vice provost for library and technology services is a non-voting member of the committee, and may be represented by a designate of his/her choosing at committee meetings. The faculty members serve three-year staggered terms and are apportioned and elected as follows: one elected from each college and one elected at large. The student members are appointed by the vice provost for information resources from the student body at large by petitions to the committee. They serve two-year staggered terms. The members elect the chairperson. In library matters relating to educational policy, the library users' committee will develop and transmit its recommendations to the educational policy committee for review and submission to the Faculty Senate for approval.

**1.3.4.3 Online Learning Policy Committee**

The Online Learning Policy Committee is responsible for:

1) ensuring that the online education offered by Lehigh University maintains the quality and vision of Lehigh's broader educational mission and standards; 2) representing the perspectives of the faculty in University decisions regarding online education; 3) developing policies and procedures to ensure high-quality online education; and 4) advising on the development and implementation of new online courses.

The Committee's areas of concern include courses, curriculum, and credit for undergraduate and graduate students that are offered fully or partially online. The Committee consists of seven tenured or tenure-track faculty members: one at large appointed by the Educational Policy Committee; one each elected from the colleges of Business and Economics, Education, and Engineering and Applied Science; and one elected from each of the three divisions in the College of Arts and Sciences. There are two ex officio non-voting members: the Vice Provost for Library and Technology Services and the Associate Vice Provost for Teaching and Learning.

Each of the six elected faculty members may serve a maximum of two consecutive three-year terms. The Educational Policy Committee elects its representative; the six college representatives are elected by their respective college constituency. The ex officio members and ad hoc advisors serve by virtue of their position.

One of the faculty members serves as chair for a one-year term. Each spring, the board elects a chair-elect who serves as vice-chair for the ensuing academic year. Both the chair and the chair-elect take office on July 1. The Associate Vice Provost for Teaching and Learning serves as secretary to the subcommittee.

The Online Learning Policy Committee will present regular reports to the Educational Policy Committee and, as needed, to the Faculty Senate.

**Proposed Motion:**

**On June 30<sup>th</sup> 2019, Library Users' Committee and the Online Learning Policy Committee shall dissolve automatically and the members thereof shall be released and discharged from all duties, and responsibilities as outlined in sections 1.3.4.1 and 1.3.4.3 (respectively) of the Rules and Procedures of the Faculty. And, effective July 1<sup>st</sup>, 2019 establish:**

**1.3.4.X Library and Technology Services Faculty Committee.**

**The Library and Technology Services Faculty Committee represents the faculty in advising, recommending, and developing strategic priorities for Library and Technology Services (LTS). The committee collaborates with LTS leadership and staff, with particular focus on:**

- the development of the university's libraries as a resource for the academic community to serve the needs of students and faculty;**
- aligning Center for Innovation in Teaching and Learning programming, consultation services and pedagogical support with areas of faculty interest and need;**
- ensuring that the uses of academic technologies (including, for example, instructional technologies, research computing, online learning and communication tools, academic software) offered by Lehigh University maintain the quality and vision of Lehigh's broader educational mission and standards;**
- representing the perspectives of the faculty in LTS strategic planning and strategic plan implementation.**

**The Committee consists of six tenured or tenure-track faculty members: one each elected from the colleges of Business and Economics, Education, and Engineering and Applied Science; and one elected from each of the three divisions in the College of Arts and Sciences. There are two ex officio non-voting members: the Vice Provost and the Associate Vice Provost for Library and Technology Services. Each of the six elected faculty members may serve a maximum of two consecutive three-year terms. The ex officio members and ad hoc advisors serve by virtue of their position. One of the faculty members serves as chair for a one-year term. Each spring, the board elects a chair-elect who serves as vice-chair for the ensuing academic year. Both the chair and the chair-elect take office on July 1. The Associate Vice Provost of LTS serves as secretary to the subcommittee. The Library and Technology Services Faculty Committee will present regular reports to the Faculty Senate.**

**Rationale**

The formation of this consolidated committee will enhance dialogue between LTS and the faculty, create a well-defined channel of communications from LTS to faculty leadership, and decrease the total demand on faculty to fill committee positions. It replaces two elected faculty committees (the Library Users Group and the Online Learning Policy Committee) and one LTS (internal) committee (High Performance Computing Advisory Committee). It does not replace other existing LTS governance

committees that focus more on university-wide policies with broad staff involvement and faculty representation: Advisory Council for Information Services (ACIS); Information Systems Steering Committee (ISSC); Cyber Governance, Risk, and Compliance Committee (CGRC); Data Governance and Standards Committee