

UNIVERSITY OF LOUISVILLE
STAFF SENATE
UNIVERSITY-WIDE COMMITTEE DESCRIPTIONS
Updated 6/2017

Academic Technology Committee

Senators Appointed: 1

Term of Appointment: One year

Description: This committee advises the University Provost on information technology issues, and it plans long-term developments to maintain the university's leadership statewide in information technology.

Athletic Association Board

Senators Appointed: 1- Officer Appointed

Term of Appointment: One year

Special Condition: Staff Senate by-laws require that the **Staff Senate Vice Chair** be appointed to this Board.

Description: The board oversees the Athletic Department generally. The board meets quarterly and is made up predominately of faculty and administrators, with representation from the trustees and overseers. Some of the issues discussed are Academic standards, the whole Athletic Department, and coaches are evaluated by the board.

Awards and Designations Committee

Senators Appointed: 2

Term of Appointment: One year

Description: The committee receives nominations for naming UofL buildings, rooms, sites or other facilities or areas, and for instituting or changing awards and/or naming recipients of awards.

Bookstore Advisory Committee

Senators Appointed: 1

Term of Appointment: One year

Description: This committee meets to advise and make recommendations on issues regarding the campus bookstore.

Commission on Diversity and Racial Equality (CODRE)

Senators Appointed: 2

Term of Appointment: Two years, with appointments ending in alternate years

Special Condition: Senate recommends multiple names to the President for selection.

Preferred Requirement: Appointees should have served at least one full year as a staff senator before representing the senate on this committee.

Description: The commission meets to advise the President on issues of diversity, to monitor and assess unit action plans to develop and implement initiatives to enhance campus diversity, and serve as the Campus Environment team.

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Commission on the Status of Women (COSW)

Senators Appointed: 2

Term of Appointment: Two years, with appointments ending in alternate years

Special Condition: Senate recommends multiple names to the President for selection.

Preferred Requirement: Appointees should have served at least one full year as a staff senator before representing the senate on this committee.

Description: The commission serves as the President's chief policy advisor on the status of women at UofL, monitors and assesses unit action plans to implement the University's responses to the Task Force on the Status of Women, and recommends initiatives that should be undertaken to make the University more welcoming to and supportive of women.

Community Engagement Steering Committee

Senators Appointed: 1

Term of Appointment: Two years

Special Condition: seat defaults to the elected **Chair of Staff Morale and Community Outreach** Committee.

Description: The purpose of the Community Engagement Steering committee is to advance university-wide community engagement by serving as an internal advisory committee for the Office of the President and Provost on matters pertaining to community engagement of faculty, staff and students. The committee provides advice and support to the Office of Community Engagement on matters related to the coordination, tracking/documentation, assessment, and recognition of community engagement of faculty, staff and students.

Dining Service Advisory Committee

Senators Appointed: 1

Term of Appointment: One year

Preferred Requirement: Simultaneous appointment to the Senate's Services & Facilities (S&F) committee is preferred.

Description: This committee provides advice to the Director of Contract Administration and the Director of Dining Services on matters pertaining to dining service operations, including location of dining service outlets, quality and quantity of products, service, product lines or offerings, as well as any other dining service related matter.

Employee Assistance Program Committee

Senators Appointed: 1

Term of Appointment: One year

Description: This committee discusses and reviews the employee assistance program to ensure that the needs of employees are being met.

Faculty Senate/Executive Committee

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Senators Appointed: 1

Term of Appointment: One year

Preferred Requirement: Previous experience on Staff Senate Executive Committee preferred.

Description: This representative is to attend the Faculty Senate and the Faculty Senate Executive Committee meetings and act as a liaison between the Staff and Faculty Senate's by reporting on progresses of the Staff Senate to the Faculty Senate. Appointment is as an ex-officio (non-voting) member.

Faculty Senate/Academic Programs Committee

Senators Appointed: 1

Term of Appointment: One year

Preferred Requirement: Current or prior experience working for an academic unit is preferred.

Description: This is a Faculty Senate governed committee, whose responsibilities are to recommend criteria for evaluation of proposals for academic programs, elimination or alteration of academic programs, and monitoring existing programs as directed by the Faculty Senate. Appointment is as an ex-officio (non-voting) member.

Faculty Senate/Planning & Budget Committee

Senators Appointed: 1

Term of Appointment: One year

Preferred Requirement: Simultaneous appointment to the Senate's Policy, Economics and Development (PED) committee is preferred.

Description: This is a Faculty Senate governed committee, whose responsibilities are to carry on strategic and long-range planning and budget processes and to make recommendations on priorities to the Faculty Senate. Appointment is as an ex-officio (non-voting) member.

Human Resource Advisory Committee (HRAC)

Senators Appointed: 4

Term of Appointment: Two years for regular senate appointments, with appointments ending in alternate years. One year each for the Senate Secretary/Treasurer and PED Chair.

Special Condition: Per Staff Senate by-laws, one seat defaults to the elected Secretary/Treasurer, and one seat defaults to the elected Chair of the Policy, Economics and Development (PED) committee.

Preferred Requirement: Of the regular senate appointees, it is preferred that at least one is simultaneously appointed to the Senate's Policy, Economics and Development (PED) committee.

Description: This committee shall advise the Associate Vice President for Human Resources regarding policy, practice, and programs. It acts as a sounding board for proposed changes prior to going to individual constituent groups.

Intellectual Property Committee

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Senators Appointed: 1

Term of Appointment: Three years

Special Condition: Senate recommends multiple names to the Executive Vice President for Research for selection.

Description: This committee shall periodically review for the President of the University all activities of the Technology Director and shall issue an annual report to the President on its activities and the status of the University's Intellectual Property holdings; review and evaluate procedures to encourage the development and commercialization of the University's Intellectual Property; and review disputes between the Creator or appeals by faculty, staff, other employees, or students subject to this Policy and recommend resolution.

Non-Academic Grievance Committee

Senators Appointed: 5 (3 regular appointees and 2 alternates)

Term of Appointment: Two years, with appointments ending in alternate years

Description: This committee meets when requested, to review proceedings in a non-academic grievance in accordance with REDBOOK guidelines (Sec. 6.8.4).

Parking Advisory Committee

Senators Appointed: 2 (1 from Belknap, 1 from HSC)

Term of Appointment: One year

Special Condition: The senator appointed to represent the Belknap campus will work on the Belknap campus, and the senator appointed to represent the Health Sciences campus will work on the Health Sciences campus. This is regardless of the constituency group that the senator may represent.

Description: The purpose of the Parking Advisory Committee is to review parking issues related to policy and planning and to make recommendations to Parking Administration and the Associate Vice President for Administration. The Committee also serves as communication medium between Parking Administration and various constituencies within the University.

Parking Appeals Committee

Senators Appointed: 4 (2 from Belknap, 2 from HSC)

Term of Appointment: Two years; appointments end for one senator from each campus in alternate years.

Special Condition: The senators appointed to represent the Belknap campus will work on the Belknap campus, and the senators appointed to represent the Health Sciences campus will work on the Health Sciences campus. This is regardless of the constituency group that the senator may represent.

Description: This committee reviews submitted parking citation appeals with the University Parking Rules and Regulations as the foundation for which to adjudicate same.

Student Government Association (SGA)

Senators Appointed: 1

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Term of Appointment: One year

Description: The senate representative to the SGA is to attend SGA meetings, typically held bi-monthly on a Tuesday evening, and act as a liaison by reporting on the progress of the Staff Senate to the students. Appointment is as an ex-officio (non-voting) member.

University of Louisville Board of Trustees

Senators Appointed: 1

Term of Appointment: One year

Special Condition: Senate by-laws require that the **Chair of the Staff Senate** be appointed to this Board.

Description: The UofL Board of Trustees is responsible for overall governance of the university. The 20-person board includes 17 members appointed by the governor of Kentucky, the leaders of the faculty and staff senates and the president of the Student Government Association. The board's primary responsibilities are to set university policy and to oversee the activity of the president. It also is responsible for adopting an annual budget and for granting all degrees conferred by the university.

University Police Advisory Committee

Senators Appointed: 1

Term of Appointment: Two years

Description: This committee serves as an advisory group to the University Police, and includes providing advice on safety issues that impact the university, assisting with efforts to maintain a positive relationship between the University police and the university community, and assisting with University Police sponsored events.