

## DOCUMENTS OF THE GENERAL FACULTY

**THE SCHOOL OF UNDERGRADUATE STUDIES GOVERNANCE PROCEDURES**

Dean Paul Woodruff (undergraduate studies) submitted the following report on February 26, 2010, outlining the governance procedures in the School of Undergraduate Studies. The secretary has classified this as *major* legislation; therefore, it will be presented to the Faculty Council at its meeting on March 22, 2010, and will be voted on by the Council at its meeting on April 12, 2010. Afterwards, the legislation will be presented to the General Faculty on a no-protest basis.

Sue Alexander Greninger, Secretary  
The Faculty Council and General Faculty

**THE SCHOOL OF UNDERGRADUATE STUDIES GOVERNANCE PROCEDURES**

Proposal for the Process of Faculty Selection  
to Committees in the School of Undergraduate Studies

History

As the School of Undergraduate Studies was being created in 2006, a committee of deans from all undergraduate colleges, chaired by then Pharmacy Dean Steve Leslie, proposed an advisory committee to assist the dean in governance of the school. The initial members of this committee, the Undergraduate Studies Advisory Committee (UGSAC), were chosen by the incoming dean in consultation with the Faculty Council Executive Committee. UGSAC is currently composed of sixteen members (fourteen voting members):

- a) the dean and associate dean of the School of Undergraduate Studies, who serve as non-voting members,
- b) six representatives from the schools and colleges (associate deans who are faculty members),
- c) six members of the General Faculty at large, appointed by the dean of the School of Undergraduate Studies, and
- d) two students (the heads of the Student Government and Senate of College Councils).

This committee meets regularly with the dean to discuss matters related to the mission and activities of the school. In addition, other committees and subcommittees have been created to focus on specific initiatives pertaining to the core curriculum, flags, and the Bridging Disciplines Programs. A full description of faculty participation on these committees has been submitted to the Faculty Council this spring.

Five faculty committees oversee implementation of flag requirements in the undergraduate curriculum. These groups interpret the flag criteria provided by the Faculty Council and review and approve course proposals. Committee recommendations for operational interpretations and for flagged courses are submitted to UGSAC for final approval. Should any of the flag committees recommend changes to the flag criteria, those changes are submitted by UGSAC to the Educational Policy Committee and then Faculty Council for review and approval. Members of these five committees were selected initially by the dean of UGS, in consultation with deans of the other undergraduate schools and colleges.

The dean of the School of Undergraduate Studies would like to standardize the appointment of members to the committees of the school. This proposal specifies a role for the chair of the Faculty Council and the Faculty Council at large in selection of some UGS committee members. It also recognizes the importance of broad faculty participation, close working relationships with the other undergraduate schools and colleges, and the expertise and interests of individual faculty members.

Proposal

Beginning in 2010-11, the Undergraduate Studies Advisory Committee shall be composed of seventeen members (fifteen voting members):

- a) the dean and associate dean of the School of Undergraduate Studies, who serve as non-voting members,
- b) five representatives from the schools and colleges with the largest undergraduate populations (associate deans who are faculty members, chosen by the respective deans of Liberal Arts, Natural Sciences, Engineering, Business, and Communication),
- c) one representative from one of the remaining schools and colleges offering undergraduate degrees (an associate dean who is a faculty member, appointed to a two-year term by the dean of that school or college; every two years UGSAC selects the school or college to be represented),
- d) six members of the General Faculty at large, elected by the Faculty Council (two elected each year to three-year terms) from six different schools and colleges,
- e) one member of the Faculty Council appointed annually by the chair of the Faculty Council as liaison with the Educational Policy Committee who will also be one of the two Faculty Council Chair appointments to the Educational Policy Committee<sup>1</sup>, and
- f) two students (the heads of the Student Government and Senate of College Councils).

Each spring the Faculty Council will solicit nominations, including self-nominations, of the General Faculty for membership on UGSAC. No nominations will be accepted from the four schools and colleges represented by continuing elected members. The ballot of nominees will be made available to the voting members of the Faculty Council, and the two elected will start their three-year terms at the beginning of the following academic year.

The flag committees overseeing writing, independent inquiry, and ethics and leadership shall be large, with a faculty representative solicited from the dean of each undergraduate school and college. These members serve renewable staggered three-year terms. The dean of UGS shall appoint one student member to each committee for a one-year term, in consultation with the president of the Senate of College Councils. The chair of the Faculty Council shall appoint one member of the Faculty Council to each committee for a one-year term.

The remaining two committees, providing oversight of the quantitative reasoning flag and the cultural diversity in the US and global cultures flags, shall be smaller. Each shall consist of six faculty members appointed by the dean of the School of Undergraduate Studies (renewable three-year terms). The dean of UGS shall appoint one student member to each committee for a one-year term, in consultation with the president of the Senate of College Councils. The chair of the Faculty Council shall appoint one member of the Faculty Council to each committee for a one-year term.

Flag committee chairs shall be appointed annually from the established committee membership by the dean of the School of Undergraduate Studies.

Approved by UGSAC, 12/04/2009

Approved and then submitted by dean Paul Woodruff, 3/15/2010

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<sup>1</sup> Amended to include “who will also be one of the two Faculty Council Chair appointments to the Educational Policy Committee” on March 30, 2010.

Posted on the Faculty Council web site (<http://www.utexas.edu/faculty/council/>) on March 17, 2010.

**UGS Faculty Governance Amendment<sup>2</sup>**

After each annual general faculty meeting, the general faculty will reconvene as the UGS Faculty for a meeting.

Notice of the meeting will be sent out at least two weeks in advance.

The Dean will chair the meeting.

Voting members of the UGS Faculty include all voting members of the general faculty. Voting members may request that students and other interested parties may have privileges of the floor. There shall be no proxy votes.

By petition, the faculty may call a meeting; the petition must identify at least one item of business and must be signed by 5% of the voting members. On receipt of such a petition, the Dean will schedule the meeting and send notice two weeks in advance.

A quorum shall consist of 10% of the voting faculty of each college or school that offers undergraduate degree programs. This to insure that the quorum is representative. Failing a quorum, the business of the UGS faculty shall be referred to the Faculty Council by way of the appropriate committee.

The agenda for UGS faculty meetings shall be determined by UGSAC. Items may also be placed on the agenda by petition of 5% of the voting faculty.

The business of the UGS faculty shall consist of such matters of school policy and procedure as are subject to faculty governance.

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<sup>2</sup> Amendment received April 4, 2010.