

C. COMMITTEES OF THE FACULTY – APPOINTED

1. Admissions and Retention

The Committee on Admissions and Retention is responsible for recommending admission and retention policies for the University and for assisting in the implementation of regulations governing admission and retention.

2. Affirmative Action

The Committee on Affirmative Action is responsible for overseeing the hiring, promotion, termination, and granting of tenure to minorities, women, and persons with disabilities; for insuring that these groups of persons receive fair and equal treatment; for conducting hearings about allegations of sexual harassment; and for assuring that adequate opportunities are available to them in the formulation and implementation of policies on employment and other University benefits.

3. Awards and Honorary Degrees

The Committee on Awards and Honorary Degrees is responsible for selecting and recommending the following: (1) the Outstanding Teacher, (2) the Outstanding Administrator, (3) the Outstanding Alumnus/Alumna and (4) the Outstanding Person(s) to receive Honorary Degrees for recognition at the commencement exercises.

4. Banner Steering Committee

Continuing North Carolina Agricultural and Technical State University's progress towards an interdisciplinary university, we have embarked on a multi-year project of replacing all ERP (Enterprise Resource Planning) systems. The new system, called SCT Banner, replaces all data and subsystems within the current IA-Plus system (Financial Records Systems-FRS, Student Information Systems-SIS, Human Resources System-HRS, and Alumni Development System-ADS) with a more efficiently integrated administrative support system.

Specifically, the charge to the Banner Steering Committee is to guide and provide direction to the project teams on the overall implementation of the following goals:

- To transition to a unified hardware architecture;
- To transition to a relational database environment (Oracle);
- To transition to a new administrative information system (SCT Banner);
- To transition to a campus-wide reporting strategy;
- To advise the Cabinet on new policies that will result from the Banner Implementation.

5. Commencement Committee

The Committee on Commencement is responsible for making plans and complete arrangements for the Commencement Program.

6. FUTURES Planning and Resource Council

The FUTURES Planning and Resource Council is central to the process of advising the Chancellor in planning the future of the University community. Council members will provide important leadership for strategic institution-wide thinking. The Council, together with campus colleagues, students, alumni, and community friends, will consider future challenges and opportunities. The members are challenged to anticipate the major changes, trends, socio-economic and technological movements, i.e., “driving forces,” that will affect North Carolina Agricultural and Technical State University in the next three to five years. Specifically, the charge to the Council in engaging the process of strategic visioning is to: advise the Chancellor, think boldly, ensure campus-wide participation/communication, study the facts/data, and maintain a University-wide perspective.

7. Ventures Fund Grant Review Committee

The purpose of the Ventures Fund Grants is to advance the vision of the interdisciplinary university. Grants will be awarded to support the development of projects, activities and experiences that are directly related to the University’s vision and five goals to build and preserve intellectual capital. The committee reviews proposals submitted for consideration to receive grants. Proposals are then forwarded to the various review teams to ascertain the viability of each project submitted. A list of the best projects is submitted to the Chancellor for seed grants up to \$15,000.

8. Governor’s Award for Excellence Committee

This committee is charged to review and screen all nominees for the Excellence Award submitted by the Vice Chancellors. Nominations may be made for outstanding service or achievements at any level of employment in the following categories: (1) Outstanding State Government Service; (2) Innovations; (3) Public Service; (4) Safety and Heroism; and (5) Human Relations.

9. Institutional Animal Care and Use Committee

The IACUC is advisory to the Vice Chancellor for Research and Economic Development and is responsible for protecting the rights and welfare of animal subjects in research in accordance with the Animal Welfare Act and the Health Research Extension Act of 1985 and subsequent revisions.

10. Institutional Biosafety Committee

The Institutional Biosafety Committee is advisory to the Vice Chancellor for Research and Economic Development and functions in accordance with policies and procedures, as required

by the National Institutes of Health and the Occupational Safety & Health Association (OSHA), to oversee faculty research involving infectious biological agents and Recombinant DNA materials. Thus, the committee is charged to review and approve all research involving biohazardous agents in accordance with North Carolina A&T State University's policy and requirements set forth in the National Institutes of Health's "Guidelines for Research Involving Recombinant DNA Molecules," in OSHA's "Occupational Exposure to Hazardous Chemicals in Laboratories" (referred to as the "Laboratory Standard") and by the Centers for Disease Control (CDC). The committee upholds the University's responsibility for ensuring that research and teaching activities are carried out in a manner that protects students, University employees, and the community.

11. Institutional Review Board

The Institutional Review Board is advisory to the Vice Chancellor for Research and Economic Development and is responsible for protecting the rights and welfare of human subjects in research in accordance with the Public Health Service Act (P.L. 93-348) as implemented by HHS regulation 45 CFR 46. The board shall be responsible for determining for each activity planned and conducted that (1) the rights and welfare of human subjects are adequately protected, (2) the potential benefits to the human subjects outweigh the risks involved, and (3) the informed consent of human subjects will be obtained by methods that are adequate, appropriate, and in conformity with the guidelines established by the federal government concerning the use of human subjects in research.

All research, sponsored and non-sponsored, on human subjects must be reviewed by this committee. It is the responsibility of each faculty member to institute the review process through the department chairperson.

12. Insurance Committee

The Committee on Insurance is responsible for reviewing all insurance proposals that are submitted to the University for consideration and making decisions about insurance products.

13. Intellectual Life of the Campus Commission

The Intellectual Life of the Campus Commission is responsible for assessing the intellectual environment of NC A&T. It is further charged with engaging the campus community in a conversation regarding the current and future intellectual climate on campus, and then recommending ways to continuously enhance the intellectual growth and development of the campus community constituencies – namely, students, staff, and faculty (teaching and non-teaching).

14. NCAA Compliance Committee

This committee is responsible for: (1) Reviewing cases of possible NCAA or Institutional violations and reporting them to the proper authorities; (2) Forwarding the facts and evidence to the MEAC and NCAA if necessary; (3) Recommending institutional action to the Athletics

Director; (4) Evaluating policies and procedures as they relate to compliance and eligibility issues, and (5) Facilitating the education of the campus community on NCAA rules and regulations.

15. Radiation Safety Committee

The Radiation Safety Committee is advisory to the Vice Chancellor for Research and Economic Development, and is responsible for ensuring that research involving the use of radioactive materials and radiation-producing devices is conducted in accordance with the North Carolina Radiation Protection Act, the North Carolina Administrative Code (15A NCAC 11.0101), Radiation Protection Regulations, and NRC 10 CFR Part 20.

16. Retiree Recognition/Aggie Family Remembrance Committee

This committee is responsible for recommending an annual program designed to give (1) appropriate University recognition to all retiring members of the University Family, (2) individual certificates of recognition appropriate to length of service to the University, and (3) individual awards appropriate to length of service to the University. Aggie Family Remembrance was added to the charge of the Committee for Retiree Recognition to recognize those members of the Aggie faculty and staff who passed during the academic year before they could be recognized at the end-of-the-year annual recognition of retirees.

17. Safety and Health Committee

The charge to this committee includes the following duties and responsibilities:

- a. Review all safety and health policies and procedures established by the University.
- b. Review incidents involving work-related fatalities, injuries, or illnesses.
- c. Review employee complaints regarding safety and health hazards.
- d. Analyze the University's work injury and illness statistical records.
- e. Conduct inspections of work sites at least annually and in response to complaints regarding safety and health hazards.
- f. Conduct interviews with employees in conjunction with inspections of the workplace.
- g. Review training records to ensure compliance with regulatory training requirements.
- h. Conduct meetings at least once every three months. Maintain written minutes of such meetings and send copies to each committee member. Copy of minutes shall be posted in the appropriate workplace.
- i. Designate Employee Safety and Health Representative(s) to accompany representatives from regulatory agencies (i.e., NIOSH, NC Department of Insurance, and NC Division of Environmental Management) during safety and health inspections of the workplace.
- j. Make written recommendations on behalf of the committee to the next highest safety and health committee and/or agency head.

18. State Employees Combined Campaign Committee

This committee is responsible for the coordination and management of the SECC, the campaign that allows state employees the opportunity to contribute to charitable organizations in an orderly and uniform process through one annual campaign. Specifically, they are responsible for (1) reviewing and analyzing past campaign results; (2) setting goals for the campaign; (3) determining appropriate campaign strategies; (4) selecting campaign solicitors; (5) promoting the campaign; and (6) implementing the campaign plan.

19. Student Residency Classification Appeals Board

This committee is responsible for the decision-making process concerned with in-state residency determination for NC A&T students. Three primary reference documents used in concert with these discussions are: (1) Administrative Memorandum No. 212 dated January 12, 1985, entitled Amendments to the Policies and Procedures of State Residency Committee; (2) A Manual to Assist Public Higher Education Institutions in the matter of Student Residency Classification for Tuition Purposes; and (3) Updates from the State Residency Committee. Each member is expected to attend one or both of the Residency Classification Workshops held at General Administration during the month of March of each year.

20. Teacher Education Council

The Teacher Education Council is responsible for determining all policies and programs affecting teacher education. The Council has jurisdiction over policies, governing curricula, practices, proposals and procedures relating to all teacher education programs – undergraduate, certification, and graduate. For masters and post secondary baccalaureate teacher education programs, the Council acts upon new program requests and policies that subsequently are sent to the Graduate Council for consideration. Decisions regarding curricula and policies are subject to final approval of the Faculty Senate and Faculty Forum. Each member's role is crucial in ensuring the quality of all teacher education programs.

21. Traffic Review Committee

The Traffic Review Committee is responsible for conducting a proper hearing of appeals from students, faculty members or other University employees whose parking permits are suspended or revoked, or who are fined for violation of any University traffic regulation. The committee shall consist of three members. Two of the members shall be faculty members appointed by the Chancellor and one shall be a student selected by the President of the Student Government Association. All decisions of the committee shall be deemed final under the Traffic Regulations.

22. University ITT Advisory Committee (and e-Learning Taskforce)

The University Information Technology and Telecommunications (IT&T) Advisory Committee is charged to:

- Monitor and evaluate the campus-wide IT&T strategic plan and implementation.

- Advise and recommend information technology and telecommunications policies, processes, procedures and standards for consideration by the division and approval by the Board of Trustees and the Chancellor.
- Advise IT&T administrators on campus-wide information technology and telecommunications needs.
- Advise IT&T administrators regarding budgetary requirements for educational, research, and administrative computing.
- Advise IT&T administrators on policies, procedure, and standards for e-Learning.
- Provide members to act as facilitators and consultants to the campus regarding computing and e-Learning.

23. University Judicial Tribunal

The University Judicial Tribunal reviews timely student appeals arising from punitive action(s) taken by an academic unit in matters related to academic dishonesty. The Tribunal consists of a pool of ten (10) members evenly divided between students and faculty. The Chancellor of the University selects and appoints the members. A majority vote of the panel is required to determine any issue of fact or impose any sanction. A majority of the members of the Tribunal, including the Chairperson, must be present to constitute a quorum.

24. University Lyceum Committee

The University Lyceum Committee is responsible for planning and publishing the Lyceum Programs for each year.