

Standing University Councils and Administrative Committees

In addition to the Faculty Senate and the Graduate Council, there are numerous opportunities for faculty members to serve on university committees and councils. Membership on many is open to all faculty interested in serving, providing any criteria for membership on a particular committee is met. Membership on some is by presidential appointment or through a nomination and election process. Each year during the summer preceding the start of the next academic year, an announcement is made from the Office of the President via the faculty and staff list serve informing faculty about opportunities to serve. Below are descriptions of the university committees and councils, including some whose membership is limited to administrators. See the [Committees and Councils webpage](#) for lists of current chairs and members.

Council on Academic and Student Affairs

The principal purpose of the Council on Academic and Student Affairs is to promote closer communication between Academic Affairs and Student Access and Success regarding common matters related to student academic issues and student success. Membership includes all administrators reporting to the provost and vice for academic affairs and to the vice president for student access and success.

Athletic Council

The principal function of the Athletic Council is to advise the president in the development and supervision of intercollegiate athletic programs. The council is made up of faculty, staff, students, alumni and community members. All members are appointed by the president and serve for a three-year term, except for student members who serve a one-year term. There are 32 members on the Athletic Council.

Budget Review and Development Council

The Budget Review and Development Council follows an inclusive and transparent process while developing a budget that closely aligns with the mission of the university and the Texas A&M University System. The council builds upon the existing strategic planning process by linking consensus-based goals to the university budget. The council's work culminates with the submission of a recommended budget to the president, which provides the basis for subsequent development of detailed budgets at the unit level. The Budget Review and Development Council has 31 members with representation from each division.

Council of Academic Department Heads

The Council of Academic Department Heads consists of all academic department and unit heads at the university. Academic unit heads include department heads, academic directors, and academic division heads. The purpose of the council is to: (a) identify and discuss professional matters of common interest to academic department and unit heads; (b) systematically address issues related to the university's core mission and the delivery of instruction; (c) work with the Faculty Senate, provost, deans, vice presidents, and others to most effectively implement system policies by carefully vetting procedures at the university level; and (d) process successes and concerns unique to academic department and unit heads.

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College Executive Councils

Each of the four academic colleges and the School of Agriculture has an Executive Council. The council exists to serve as a conduit for communication between the dean's/director of school's office and the academic departments and programs in the college/school. Membership consists of the college dean/director of school, the associate dean, the head of every academic department in the college, and the head of every independent degree program in the college/school. There are no term limits. The dean/director of school determines frequency and scheduling of meetings.

Deans Council

The primary purpose of Deans Council is to advise and assist the provost and vice president for academic affairs on matters related to the functions and operations of their colleges and/or school. The council acts in an advisory capacity to the provost and reviews academic policies, procedures, new courses and programs, strategic plans, and other issues related to the functions and operation of the Academic Affairs Division. The provost serves as the chair of Deans Council; membership is comprised of the deans of the academic colleges, the dean of graduate studies, the associate provost, the assistant provost, and the director of the School of Agriculture. Deans Council meets on a weekly basis.

President's Advisory Council

Membership on the President's Advisory Council (PAC) includes the president, vice presidents, and chief of staff. The council meets weekly and is responsible for development and dissemination of the mission, vision, and guiding principles, oversight of strategic planning and financial and human resources for the university, as well as review and approval of university procedures and rules to ensure compliance with A&M System policies and regulations.

University Executive Council

Membership on the University Executive Council includes the president, vice presidents, associate and assistant vice presidents, deans, athletic director, chief of police, chief information officer, chief human resource officer, chief compliance officer, chair of academic department heads council, Faculty Senate president, and selected directors from each division. The council meets biweekly to share information on university-wide events and processes.

Teacher's Route to Alternative Certification (AMTRAC)

At A&M-Commerce the preparation of teachers and other educational leaders is considered the task of the entire university. In compliance with Chapter 228.20(b) of the Texas Administrative Code, the AMTRAC Advisory Board consists of university faculty, public school teachers and administrators, and business people; and serves as a guiding force for program decisions including admittance and retention requirements, curriculum, and program design. The director of the university's Alternative Certification Program selects advisory board members. When there is a faculty vacancy, the director (and her staff) will reach out to a faculty member, typically one who is involved in certification or teacher preparation. AMTRAC Advisory Board members meet a minimum of twice a year to review

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program operations including, but not limited to, admission criteria, curriculum updates, field-based experiences and supervision, surveys and evaluation structures.

Academic Affairs Tenure and Promotion

Each of the four academic colleges has a College Tenure and Promotion Advisory Committee. This committee reviews all materials submitted by faculty members who have applied for tenure and/or promotion. Committee members attempt to determine if each candidate's department Promotion and Tenure Advisory Committee appropriately applied departmental criteria and followed all policies and procedures in making their recommendation. The college-level committee then makes a recommendation to the dean. Committee members serve a three-year term and are elected by faculty within their college.

Academic and Student Affairs Technology

The Academic and Student Affairs Technology Committee convenes on an as-needed basis to consider and advise the university administration on issues related to the implementation and utilization of technology as it pertains to the areas of academic and student affairs. Membership is comprised of a broad representation of approximately 15 faculty, staff, and students from across the academic and technology departments. Membership is voluntary and terms are not limited.

ADA Compliance

The ADA Compliance Committee is responsible for reviewing ADA issues regarding students, faculty, or staff that cannot be resolved in the Students with Disabilities Resources Office or other offices across campus. Membership is determined yearly to ensure that areas across campus that are most likely to be involved in ADA issues are represented.

Advisory Committee

The Advisory Committee is one of two standing committees that review cases involving faculty grievances that cannot be resolved by reasoned discussion within the normal administrative channels of the university. Depending on the nature of the grievance, the reviewing body will either be the Advisory Committee or the Hearing Committee. The Advisory Committee is comprised of tenured faculty members who are nominated and elected by the faculty. See A&M-Commerce Rule [12.01.99.R1](#), Section 6.2 for additional information.

Alcohol and Drug Education Task Force

The Alcohol and Other Drugs (AOD) Committee is a presidential committee, comprised of 18 members, selected by various departments across the university. It was established to inform students and employees about: (a) the dangers of alcohol and drug abuse; (b) the system policy of maintaining a workplace and learning environment free from alcohol and drug abuse; (c) any available alcohol and drug counseling, rehabilitation, and employee assistance programs; and (d) the penalties that may be imposed upon students and employees for alcohol and drug abuse violations. This body conducts and co-sponsors programs centered around educating the campus community on alcohol and other drugs.

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Animal Care and Use

The Institutional Animal Care and Use Committee (IACUC) at A&M-Commerce regulates all research, teaching, testing, exhibition, or any other activity involving vertebrate animals at the university, or by university personnel in the conduct of university-sponsored activities. The university strives to ensure that all individuals involved in the care and use of animals understand their individual and collective responsibilities for compliance with applicable federal, state, and local laws, regulations, policies, and guidelines pertaining to animal care and use.

The IACUC approves, disapproves, or requests modifications of AUPs (animal use protocols). The IACUC also conducts semi-annual facility inspections, a semi-annual review of the Animal Care and Use Program, and investigates reports of noncompliance and concerns involving the care and use of animals. The IACUC may also suspend a previously approved AUP for noncompliance. The IACUC conducts all duties specifically assigned to it in government regulations and policies. In addition, the committee reviews all aspects of the program for the humane care and use of animals including short-term and long-term goals, and regulations and procedures pertaining to animal care and use. The IACUC Chair and board members are appointed by the university president in consultation with the vice provost for research, to renewal terms.

Biosafety

The A&M-Commerce Institutional Biosafety Committee (IBC) is responsible for local review and oversight of all activities involving recombinant or synthetic nucleic acid molecules and/or infectious biohazards as defined in the National Institutes of Health *Guidelines for Research Involving Recombinant or Synthetic Nucleic Acid Molecules* (NIH Guidelines). All research (including humans and plants) conducted by A&M-Commerce employees or students involving rDNA and/or biohazardous materials must be reviewed and approved by the university IBC prior to initiation of the research. This requirement applies regardless of the source of funding or whether the research is funded or not funded. The IBC Chair and board members are appointed by the university president in consultation with the vice provost for research, to staggered three-year terms.

Commencement

The Commencement Committee meets to discuss and plan the graduation ceremonies for each semester. Membership includes the Registrar, Graduation Coordinator, President's Office, Facilities, University Police Department, the Graduate School, Honors College Dean, International Student Director, Assistant director of the Student Center, and other university staff and faculty as appointed. The committee is comprised of 21 members including the chair.

Clery Act Reporting Review

A&M-Commerce makes every effort to meet all requirements of the Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act (Clery Act). The University Police Department is responsible for compiling the annual report and publishing it by October 1st each year. The primary role of the Clery Act Reporting Review Committee is to

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review the annual report and make any recommendations necessary to meet compliance. Membership on this committee of faculty, staff, and students is by presidential appointment.

Compliance

The purpose of University Compliance Committee (UCC) is to maintain a compliance plan, approved by the university president and the A&M System ethics and compliance officer, in accordance with System Regulation 16.01.01. This plan recognizes how the university systematically addresses risks, identifies emerging risks, and monitors the effective mitigation of risks identified. The UCC is chaired by the university chief compliance officer and consists of 24 subject matter experts appointed by the president for their expertise. The committee meets quarterly.

Executive Compliance Committee

The President's Advisory Council (PAC), functioning as the Executive Compliance Committee (ECC), is responsible for executive level oversight of the risks identified by the University Compliance Committee. The chief compliance officer and the vice provost for research/research compliance officer also serve as active members of this committee.

University Hearing and Appeal Board

The dean of campus life and student development (or designee) may assign a student conduct case to the University Hearing Board for adjudication. The dean (or designee) will make the decision as to which cases will be heard by the board. Board members will be a group of trained faculty and staff members, appointed by the university as advised by the dean, who serve as conduct officers during the adjudication process. Hearing Board members will listen to all of the information presented during the conduct conference and use that information to make decisions on whether the responding student is responsible for violating the Code of Student Conduct and assigning appropriate sanctions, as appropriate. Appeals are heard by the Appeal Board, which is drawn from the Hearing Board pool.

Distinguished Alumnus

The Distinguished Alumnus Committee is composed of representatives of each academic college/school, three distinguished alumni, and the alumni director. The committee's role involves vetting the Distinguished Alumni nominations and making recommendations to the university president, who makes the final selection.

Electronic Information Resources (EIR) Accessibility

The EIR Accessibility Committee coordinates efforts to improve the accessibility of the university's web resources, digital course content, and information systems, as well as to integrate accessibility standards for A&M-Commerce. Committee members meet at least quarterly and serve a staggered two-year term; membership is comprised of the university's chief information officer (CIO), the EIR officer, and 25 members from various departments across the university.

Enterprise Risk Management

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The Enterprise Risk Management (ERM) Committee oversees the university's comprehensive ERM program to identify and proactively manage real and potential threats as well as opportunities that may affect faculty, staff, students, and visitors. A&M-Commerce uses the ERM to assess and define actions to be taken to identify, monitor, and mitigate risks that threaten the achievement of strategic plan goals and/or continuing operational programs. The university's director of safety and risk management serves as committee chair.

Environmental Management Advisory Committee

The Environmental Management Advisory Committee serves as an integral part of the A&M-Commerce Environmental Management System. Using best practices and acting as environmental stewards, the role of this committee is to uphold the university's Environmental Policy through such tasks as: (a) developing environmental policy and overseeing the implementation and effectiveness of the university's environmental programs; (b) serving as a campus-wide planning and advisory forum to identify, assess and rank environmental concerns; and (c) coordinating institutional responses to these priority concerns.

Membership consists of a chair, co-chair, representatives from the faculty and staff, at least one student representative, and representatives of university contractors as appropriate. Representatives should demonstrate special abilities toward, and sincere interest in, the environment and campus environmental programs. The president appoints the chair and members through recommendation from the Environmental Management System core team and/or the designated environmental coordinator/manager. The assistant vice president and dean of students and/or the president of the Student Government Association recommends student representatives. Members serve a three-year renewable term except for student members, who serve a one-year renewable term.

Facilities Advisory

The Facility Advisory Committee functions to develop a set of principles related to university facilities and their use. Current charges include identifying methods to increase the Space Utilization Efficiency (SUE) score, recommending policy regarding use of all spaces, and recommending a process for maintaining and improving classrooms and other spaces. Seventeen members are appointed each year.

Faculty Development Leave Committee

The [Faculty Development Leave Committee](#) reviews applications submitted each fall for faculty development leave to begin the following academic year. Committee members represent each of the academic colleges, and are nominated and elected by the faculty. See *Faculty Development Leave/Sabbaticals* in Section VI of this handbook for more information about the leave program.

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Faculty Development Grant Committee

The [Faculty Development Grant Committee](#) plans and executes a variety of activities to aid faculty members in the continuing development of teaching and research skills. The committee, appointed by the college deans, also reviews applications submitted for Faculty Development Grants twice yearly in March and October.

Graduate Recruiter Advisory Committee

The Graduate Recruiter Advisory Committee is responsible for coordination of recruiting efforts between colleges and the Extended University, resource allocation, and lead management. Duties consist of specifying the roles, responsibilities, and evaluation criteria for graduate recruiters. The committee is chaired by the associate provost, and is comprised of representatives from Graduate Studies, academic deans, the executive director of the Extended University (ex officio), and college recruiters.

Hearing Committee

The Hearing Committee is one of two standing committees that review cases involving faculty grievances that cannot be resolved by reasoned discussion within the normal administrative channels of the university. Depending on the nature of the grievance, the reviewing body will either be the Advisory Committee or the Hearing Committee. The Hearing Committee is comprised of tenured faculty members who are nominated and elected by the faculty. See A&M-Commerce Rule [12.01.99.R1](#), Section 6.3 for additional information.

Homecoming Committee

The Homecoming Committee's task is to plan and execute every facet of homecoming week. Committee members are representatives from each major area of the university, including Student Life, Facilities, University Police Department, Greek Life, Residential Living and Learning, faculty, staff, alumni, and the university community.

Honorary Degree Committee

The Honorary Degree Committee advises the president on possible recipients of an honorary PhD from the university. The committee receives and evaluates nominations for these degrees from the public. The committee has nine members, including one student member. Committee membership is determined by the president's office.

Honors Committee

The Honors Committee provides recommendations for improving honors education at the university. Further, committee members assist in the selection of Honors College students and in the evaluation of Honors theses and proposals. The committee can include up to 20 members, including one student member. Members can be nominated, including self-nominations; the dean of honors determines final selection.

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Information Technology Steering Committee (ITSC)

The ITSC serves as an advisory and policy-making body to the university president for strategic planning for Information Technology. Membership includes the chief information officer (CIO), all vice presidents, and the chief of staff.

Institutional Effectiveness Leadership Team

The Institutional Effectiveness Leadership Team (IELT) has been charged to ensure that Institutional Effectiveness (IE) documentation is collected, reviewed and submitted annually to the Department of Institutional Effectiveness and Research. Each member of the IELT oversees and coordinates directly with the IE Authors of their respective colleges, schools, and divisions. IE documentation is a critical component of SACSCOC accreditation purposes, reporting that academic program student learning outcomes and support unit objectives are annually assessed and any modifications are based on the results of those assessments. The efforts of the IELT ensure that the university cultivates and maintains an environment of continuous improvement and enhances student learning. The IELT includes a minimum of 16 members (22 serving in the 17-18 academic year), comprising of at least one representative from each of the four academic colleges, one from the School of Agriculture, one from each of the divisions at A&M Commerce, one from each area of Academic Affairs, and one from the Office of the President. It is up to the discretion of the colleges, school, divisions, and other noted areas who is best fit to represent the respective area for a minimum of one academic year and for what duration of time.

Institutional Review Board For Protection Of Human Subjects

The Institutional Review Board for the Protection of Human Subjects (IRB) is responsible for protecting the rights and welfare of human research subjects recruited to participate in research activities conducted under the auspices of the university. The A&M-Commerce IRB has the authority to approve, require modifications in, or disapprove all research activities that fall within its jurisdiction as specified by both federal regulations and local institutional policy. All research and other scholarly activities involving human subjects are required to be reviewed and approved by the university IRB prior to initiation of data collection. This requirement applies to all human subjects research and other scholarly activities conducted by faculty, staff, and students, on- and off-campus, regardless of the funding source, if any, for the project. The IRB Chair and board members are appointed by the university president in consultation with the vice provost for research, to staggered three-year terms.

Intellectual Rights

The Intellectual Property Committee develops, as well as revises as per changing needs or issues, policies and procedures for implementing and promoting academic integrity at A&M-Commerce. It addresses ethical and legal standards and principles of copyrights, including plagiarism and cheating, as relevant to students, faculty, and staff. The committee members represent various interests as well as academic areas of the university. Faculty

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and staff members on the committee must meet criteria needed for the functioning of the committee.

International Students

The purpose of the International Student Advisory Committee (ISAC) is to serve as a representative body for the international student population at A&M-Commerce. The committee provides a channel through which matters of general concern to international students and suggestions related to current and potential programs, events, and services provided by the ISSS are communicated to the director of the ISSS and through the director of the ISSS to other university departments or administration. The committee consists of one designated representative from each university-recognized international student organization, at least three currently enrolled “at large” undergraduate and at least three currently enrolled “at large” graduate F-1 or J-1 international students, and at least two students who are U.S. citizens.

IT Sub-Steering Committee

This committee meets regularly to advise the Chief Information Officer (CIO) on the priority of university Instructional Technology projects. Membership consists of the CIO, a faculty member, and a representative from each of the following offices: Provost and Vice President for Academic Affairs, Vice President for Business Administration, Enrollment and Retention Division, and Dean of Graduate Studies.

QEP Leadership Team

The Quality Enhancement Plan (QEP) Leadership Team maintains ongoing contact with university stakeholders and the community, the SACSCOC Leadership and Compliance teams, and the QEP Committee members. This team assists with gaining broad-based input and support for the QEP, as well as knowledge of the QEP. A variety of leaders from diversified areas are asked by the university president to serve on this team for at least a five-year cycle.

QEP Core Committee

The Quality Enhancement Plan (QEP) Committee meets regularly to improve the quality and integrity of students’ learning experiences throughout the implementation of A&M-Commerce’s QEP. *Preparing Students for an Interconnected World* is the focus of the 2014-2019 QEP. The QEP Committee maintains ongoing communication and awareness to the university community of the QEP’s two main components: (a) the Global Scholar Program to increase students’ global competence, and (b) the Global Fellows Program to provide faculty members and staff the opportunity to create an environment where students can achieve the objectives of the QEP. The QEP Committee consists of two faculty representatives from each of the four academic colleges, four representatives from non-academic areas, at least four student representatives, a chair, associate chair and the QEP executive director. All 19 committee members are expected to serve two-year rotating terms upon approval of respective deans and directors. Additionally, all members should exhibit ongoing commitment to the success of the QEP by serving as role models in seeking and achieving Global Scholar/Fellow status.

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QEP Department Mentors

A standing sub-committee of QEP Mentors serves to create and maintain ongoing communication, support, leadership, and encouragement across campus. Volunteers from each department (academic and non-academic) across campus serve minimum two-year rotating terms upon recommendation by the department head and approval by the respective dean. All mentors are expected to exhibit ongoing commitment to the success of the QEP by serving as role models in achieving Global Scholar/Fellow status.

Research & Creative Activities

The university Research and Creative Activities Advisory Committee reviews and recommends meritorious internal grant proposals for funding. The vice provost for research and dean of graduate studies serves as chair; the associate graduate dean serves as vice chair. Committee membership is comprised of three appointed members from each college and one member from the School of Agriculture. Members serve a three-year term.

Safety Committee

The university Safety Committee is a resource of trained safety professionals who serve A&M-Commerce students, faculty, and staff, and the surrounding community. The committee is dedicated to reducing injuries, accidents and environmental impact, and ensuring compliance. This goal is achieved by providing high quality training, comprehensive workplace evaluation, emergency response, and hazardous materials management from acquisition to disposal; and by managing regulatory information. The nine members on the university's Safety Committee are all chosen based on their experience with safety and risk management as well as their job duties.

Scholarship Appeals Committee

The Financial Aid and Scholarships Office reviews and approves or denies Freshmen Student Access and Success, Transfer, and Phi Theta Kappa scholarships suspension appeals submitted by students. Students who submit a scholarship suspension appeal and are denied by the Financial Aid and Scholarships Office can request, in writing, to have their denied scholarship suspension appeal be reviewed by the University Scholarships Appeals Committee. The committee meets virtually and votes on approving or denying the appeal. A vote by the committee to deny the financial aid suspension is final. This committee directly reviews the appeals of athletic scholarships suspensions or reductions submitted by student athletes. Committee membership is comprised of faculty and staff appointed by the president to serve one-year terms. The Director of Financial Aid and Scholarships chairs the committee and serves as a non-voting resource to the committee members.

Staff Council

Staff Council serves as a representative voice for all university staff members and as liaison between university staff and executive administration. The council strives to support university staff and to improve the sense of community among university employees. The Staff Council representatives are elected and serve a one or two-year term based on their EOC job descriptions. The Staff Council currently has 11 representatives.

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Strategic Leadership Team

The Strategic Leadership Team includes the president, vice presidents, and chief of staff and is responsible for oversight of strategic goals and institutional effectiveness.

Strategic Planning Assessment Committee

The purpose of the Strategic Planning Assessment Committee is to collect, review, and provide assessment of the university's strategic plan. The committee consists of nine or ten members, selected at large by the president and the President's Advisory Council, with one person serving as chair, one member with expertise in each of the guiding principles, the university director for institutional effectiveness and research, and the president's chief of staff. Each member serves a rotating three-year term, which may be renewed at the president's discretion.

Student Financial Aid

The Financial Aid and Scholarships Office reviews and approves or denies financial aid suspension appeals submitted by students who received federal and/or state and/or institutional financial aid. Students who submit a financial aid suspension appeal and are denied by the Financial Aid and Scholarships Office can request, in writing, to have their denied appeal be reviewed by the members of the University Financial Aid Appeals Committee. The committee meets virtually and votes on approving or denying the appeal. A vote by the committee to deny the financial aid suspension is final. Committee membership is comprised of faculty and staff members appointed by the president to serve a rotational three-year term. The chair is a faculty member appointed by the president. The Director of Financial Aid and Scholarships serves as a non-voting resource to the committee members.

Student Service Fee

The Student Service Fee Committee reviews funding requests from student organizations and university departments and makes recommendations to the university president for approval. The committee is comprised of five students (the student body president, three undergraduate students and one graduate student selected by the student body president), the associate vice-president for business and administration, one staff member selected by the dean of students, and two faculty members selected by the Faculty Senate president. The dean of students chairs this committee and is an ex-officio member. The executive director of campus life handles logistics for the committee, and the assistant vice-president of budgets creates the financial worksheet for the committee; both serve as ex-officio members. The SSF Committee tries to hold over at least two student members for continuity. The faculty/staff members are reoccurring members unless someone resigns from the committee.

Study Abroad Scholarship Awards Committee

The Study Abroad Scholarship Awards Committee reviews student applications and essays submitted for purposes of competing for various study abroad scholarships provided by the university and private donors. The executive director for global programs chairs the committee. Members are selected based on the following criteria: (a) an appreciation for

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the importance of study abroad and its transformational capacities; (b) an understanding of how the Global Programs Office functions and generally how international programs work on campus; and (c) commitment to enhancing the review and selection processes associated with awarding scholarships, i.e., directly working with students to assist them in strengthening their written submissions when necessary. Members serve two-year terms.

Teacher Education Admission, Retention and Appeals Committee (TEARAC)

The Teacher Education Admission, Retention, and Appeals Committee (TEARAC) is charged with setting educator preparation admission and retention requirements, as well as hearing student appeals for individual exceptions to the approved admission and retention requirements as they relate to the student's admission and retention status. The dean of the College of Education and Human Services appoints the committee chair; the chair appoints a 13-member committee composed of A&M-Commerce faculty from departments all over campus directly involved with educator preparation.

Title IX Compliance Committee

The Title IX Compliance Committee assists the university Title IX coordinator with respect to the university's Title IX compliance efforts. The committee provides the university with advice on promoting a campus culture of respect and responsibility and on identifying and deploying effective measures to prevent and address sexual misconduct. Members are not limited but are representative from across campus.

Traffic

The University Traffic Committee has the responsibility for hearing appeals from faculty, staff, and students for university parking citations. The committee also makes determination of parking allocation at the Commerce campus. The committee consists of faculty, staff, and students appointed by the president on the recommendation of the committee chair and the chief of police. The committee meets twice in long semesters and once during the summer.

Academic Affairs Undergraduate Student Suspension Appeal Committee

The Academic Affairs Undergraduate Student Suspension Appeal Committee provides undergraduate students due process and an opportunity to appeal academic suspension from the university. Members are appointed by the deans. Hearings are held three times per calendar year prior to spring, summer, and fall semesters. See A&M-Commerce Procedure [11.04.99.R0.07](#) for additional information.

University Diversity and Inclusion Committee (UDIC)

In collaboration with the Office of Institutional Diversity and Inclusion and in alignment with the University Strategic Plan, the UDIC is charged with developing a coordinated and comprehensive Diversity and Inclusion Strategic Plan to enhance cultural awareness, community engagement, and institutional effectiveness for A&M-Commerce. Membership is determined through an application process; members are representative of various departments across campus.

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University Studies Council

University Studies Council has oversight for the undergraduate core curriculum of the university. The council implements and assures compliance with the Southern Association of Colleges and Schools, the Texas Higher Education Coordinating Board, and legislative guidelines for the core curriculum—including course selection and assessment. The council is composed of representatives of the four academic colleges and the School of Agriculture. It is assisted in its work by the dean of University College, who helps with the logistical and administrative elements of managing the core curriculum course proposal/approval process, assessment, and transfer issues.

Visual Art

Responsibility for all visual art matters of A&M -Commerce rests with the president, who is advised by the President's Art Advisory Committee. The committee has responsibility and authority to facilitate placement (indoors or outdoors, as appropriate) of approved acquisitions. The committee advises on such matters as location, safety, security, maintenance, accessibility, relationship to existing utilities, conformity with the university's Master Plan, and aesthetic or other considerations. The vice president for business and administration or designee will provide recommendations on these and other relevant matters. Committee members are appointed by the president and include: a faculty member from the Department of Art, an Institutional Advancement representative, a Facilities representative, a student representative, a representative of the Commerce community, and two university faculty and/or staff members.