

## Faculty Senate Committee Descriptions

### Faculty Standing Committees-Meet monthly

1. **Academic Appeals Board**
  - a. **Description.** The Academic Appeals Board shall conduct an impartial investigation of any charges of prejudicial or capricious evaluation made by students and recommend appropriate action. Grade appeals shall have been presented to the instructor, the Program Coordinator, School Dean, and Provost prior to hearing before the Academic Appeals Board.
2. **Admissions and Credits Committee**
  - a. **Description.** The Admissions and Credits Committee shall serve as a Faculty Advisory group to the Office of Registrar and the Office of Admissions.
3. **Curriculum Committee**
  - a. **Description.** The Curriculum Committee evaluates curricular material, such as new, revised, and updated courses and programs, for accuracy and for compliance with both internal and external policies and procedures. Faculty members submit proposals to the Curriculum Committee, and, upon approval, the proposal is passed forward through the system as appropriate.
4. **Faculty Development and Welfare**
  - a. **Description.** The Faculty Development and Welfare Committee shall address issues related to faculty development and faculty welfare.
5. **General Education Committee**
  - a. **Description.** The General Education Committee will review and recommend the appropriate courses of study to accommodate the requirements of W. Va. Code R. § 135-7-1 et seq. and program needs.
6. **Media and Learning Resources Committee**
  - a. **Description.** The Media and Learning Resources Committee includes responsibilities pertaining to the institution library, bookstore, instructional technology support, and marketing/social media.
7. **Online Learning Committee**
  - a. **Description.** The Online Learning Committee will oversee online course development and maintain relevant resources for online teaching and course design.

### Non-Standing Committees-meet as business necessitates

1. **Committee on Committees**
  - a. **Description.** The Committee on Committees shall nominate faculty members to faculty committees. When naming ex-officio members where specified, the Committee on Committees should consult with the designated Administrative Officer to determine whether that officer or a representative of that officer will serve in the ex-officio capacity.

2. **Faculty Personnel Committee**
  - a. **Description.** The Faculty Personnel Committee reviews promotion and tenure policies and procedures and recommends faculty to the Provost for promotion and tenure.
3. **Institutional Review Board**
  - a. **Description.** The Institutional Review Board (IRB) reviews and monitors research involving human subjects. The IRB has authority to approve, require modifications, or reject a research request.
4. **Legislative Advocacy Committee**
  - a. **Description.** The Legislative Advocacy Committee develops ideas and action plans to engage with legislators to influence legislation and policies.
5. **Student Financial Aid Committee**
  - a. **Description.** The Student Financial Aid Committee reviews student financial aid appeals and recommends action plans.
6. **Student Hearing Board**
  - a. **Description.** The Student Hearing Board hears appeals of decisions related to violations of the Student Code of Conduct.