

Section G: Teaching and Learning Resources Committee

1. Purpose:

The Committee shall plan objectives, implement strategies and prioritize resource requests to improve effectiveness and facilitate innovation in faculty teaching to support such activities. The Administration shall provide a reasonable budget for these activities. The activities of the Committee shall include:

a) Teaching for Learning Hub:

- (1) Assist faculty with problems arising with respect to teaching.
- (2) Assist faculty by organizing workshops focusing on issues related to knowledge acquisition and teaching skills for all students.
- (3) Promote interdisciplinary exchanges to help understand modes of teaching and research in one field with possible applications in another.
- (4) Develop and distribute resources to improve student learning, prepare learning materials and redesign courses and systematic instruction.
- (5) Create an effective environment for teaching and learning.
- (6) Communicate teaching methods, innovative pedagogical practice, and relevant issues to the College as a whole.
- (7) Connect faculty with available campus services.

b) Library:

- (1) Provide advice and counsel to the Library Director with respect to the following:
 - (a) general policy on budget priorities for academic services,
 - (b) encouraging liaison with Departments, and
 - (c) informing the Faculty and students about developments in the Library.
- (2) Communicate the needs and views of the Faculty and students to the Director of the Library.

c) Instructional (Academic) technologies:

- (1) Facilitate faculty understanding and utilization of informational technologies.
- (2) Provide faculty with a forum to discuss and disseminate instructional and informational technologies.
- (3) Participate in prioritizing and allocating resource for faculty informational and instructional technology needs, such as providing input to the appropriate entities and the Chief Information Officer (CIO) regarding allocation of relevant funds.

2. Membership:

The Committee shall consist of seven faculty elected from the voting members of the College Faculty. The committee shall include at least one faculty member from

each of the three Schools of the College and the Library. The Chair of the Committee shall receive one course release in the spring semester of the Chair's term.

3. Term:

The faculty members of the Committee shall serve two year staggered terms so that three will be replaced every year. For the initial implementation of this provision, please see 2006 Bylaws.

ARTICLE VIII: ACADEMIC ORGANIZATION

Section A: The Department Chairs

1. The curricular program of the College shall be organized into academic departments. These departments, except for the Library, are organized under the following schools: the School of Arts and Sciences, the School of Business and the School of Education. Academic departments may be increased or diminished by procedures defined in the Policies and/or Contract.

2. Each academic department shall elect a chair from among the faculty of the program. The election of the Chair shall involve all department faculty with Academic rank or Qualified Academic rank. Departments shall file in writing with the Office of Academic Affairs the results of the elections. Procedures must conform to accepted standards of academic practice, allowing the full participation of relevant parties in any procedure adopted by a department.

a) The designation of a chair is subject to acceptance by the President upon the recommendation of the Academic Vice President.

3. Chairs shall be elected for three year terms, beginning September 1 and ending August 31, and shall be released from one course each semester of their teaching responsibilities during their terms in office.

a) Between the time when chair-designates are elected, and September 1, when they assume office, the current chair shall continue to be responsible for all functions but he or she shall brief the designate on all major issues and developments to ensure a smooth transition.

4. The chairs shall be the designated representatives of their departments who assume administrative responsibilities to focus and facilitate the work of the department. The chairs are therefore responsible, with the cooperation and support of members of their departments, for, among other duties: