

Kean University
The University Senate
Academic Standards Committee

Approved March 14, 2000

Revised: August 27, 2021

The domain of this committee involves all matters related to academic standards including, but not limited to: academic integrity policies; grading policies; examination policies; standards and policies for student admission, readmission, academic progress, probation, dismissal, and other academic policies implemented by the Registrar's Office. The goal of this committee is to maintain and improve the academic standards of the university.

Standing Charges:

1. To review any proposed changes in any academic policies or regulations for academic standards, and make recommendations regarding these proposals to the University Senate.
2. To develop new policy and procedural recommendations that will enhance the academic standards at Kean University, and recommend them to the University Senate.
3. To act as a clearinghouse for all policies regarding academic standards.
4. To work cooperatively with the University Curriculum Committee, to review reports from the University Curriculum Committee, and to make policy recommendations to the University Senate curricular issues that affect academic standards.
5. To work cooperatively with the Distance Learning Curriculum Committee, review reports from Distance Learning Curriculum Committee, and make policy recommendations to the University Senate regarding issues of academic standards involving distance learning, continuing education, external education and related non-traditional courses, to ensure standards are met.
6. To work cooperatively with the Student Retention Committee, to review reports from the Student Retention Committee, and to make policy recommendations to the Faculty Senate regarding readmission, academic progress, probation, dismissal and other related issues.
7. To work cooperatively with the Admissions Committee, to review reports from the Student Retention Committee, and to make policy recommendations to the Faculty Senate regarding admission policies, standards and other related issues.
8. To monitor the impact and effectiveness of implemented policies, and make recommendations for revision to the University Senate, as necessary. This includes working cooperatively with the Institutional Data Committee, and other related monitoring committees.
9. To fulfill any specific or special charges from the Faculty Senate.
10. To make a mid-year progress report to the University Senate, and issue a final report to the University Senate at the end of the Academic Year.

Kean University
University Senate
Academic Technology and Multimedia Committee
Approved March 2015
Revised: August 27, 2021

The domain of this committee involves all matters (excluding curriculum procedures) related to academic technology as used for educational and research purposes by the university. The goal of this committee is to develop and make recommendations specific to the University meeting the instructional and research technology needs of faculty, staff and students with the intention of keeping the University current and competitive in the evolving world of educational technology. This is in coordination with the Office of Academic Affairs, Office of Computer and Information Services (OCIS), Center for Professional Development, and the University Senate.

Standing Charges:

1. To work in an advisory role with the office of Computer and Information Services (OCIS), the Center for Professional Development, the University Senate and other administrative offices to propose methods, policies, projects and means of improving the technology services offered.
2. To review the institutional strategic plan specific to technology and informational resources, and with the assistance of OCIS, prepare proposals and recommendations with appropriate timelines for implementation to the University Senate.
3. To assist the university senate and other standing Senate Committees with issues regarding technology services provided to students, faculty, and staff. The committee will develop projects that assess the needs and concerns of faculty, staff and students and make recommendations that will enhance the integration of computers and technology for instruction and learning.
4. To address the concerns raised by students, faculty and staff regarding the quality of services, and suggest ways of improving and expanding the functions of the Center for Professional Development and OCIS. These recommendations will be sent to the University Senate.
5. With the assistance of OCIS, ensure that information about changes in academic technology is widely publicized among the students, faculty and staff.

6. To fulfill any specific, or special charges assigned by the University Senate.

7. To make a mid-year progress report to the Faculty Senate, and issue a final report to the University Senate at the end of the Academic Year.

Kean University
The University Senate
Admissions Committee

Approved March 14, 2000

Revised: August 27, 2021

The domain of this committee involves all matters related to the recruiting and admissions policies for the university. This includes recommending and upholding the policies and standards for admissions at both the undergraduate and graduate levels. The goal of the committee is to improve the recruitment and admissions processes for the university, in keeping with the mission of the university.

Standing Charges:

1. To work cooperatively with the Student Retention Committee to review and recommend revision of the policies regarding recruitment and admissions, including admissions criteria for regular and special admission, at both the graduate and undergraduate levels.
2. To act as an oversight committee, to ensure the admission criteria are upheld.
3. To monitor and report to the University Senate the projected and actual student enrollment for each academic year.
4. To work cooperatively with the Student Retention Committee to monitor and report on the statistics and demographics of entering through exiting students.
5. To work cooperatively with the Student Retention Committee to monitor and report on retention and graduation statistics based on admission categories and status.
6. To recommend new policies and practices to recruit new students, and assist departments, programs and schools in the development of new recruitment policies and practices.
7. To review and recommend changes in the policies regarding admission criteria for transfer students and the articulation agreements made by the university.
8. To work cooperatively with the Academic Standards Committee, to ensure the recruiting and admissions criteria are consistent with the Academic Standards of the university, as well as other areas of common concern.
9. To fulfill any specific or special charges from the University Senate.
10. To make a mid-year progress report to the University Senate, and issue a final report to the University Senate at the end of the Academic Year.

Kean University
The University Senate
Campus Culture Committee

Approved March 14, 2000

Revised: August 27, 2021

The domain of this committee involves all matters related to the academic, cultural and social environments on campus, and how these environments impact on the students, faculty and staff at Kean. The goal of the committee is to improve all three environments on campus, so that all students, faculty and staff feel welcome and accepted, and grow together as a community.

Standing Charges:

1. To review issues of accessibility, sensitivity and inclusiveness of all members of the campus community, and make reports and recommendations on these issues to the Senate. This includes accessibility to both facilities as well as to programming on campus.
2. To monitor and report on the effectiveness of university policies of accessibility, sensitivity and inclusiveness, to the University Senate.
3. To review, recommend revision, and recommend new policy as necessary, to the University Senate, to address issues of diversity and multiculturalism.
4. To work cooperatively with the Division of Student Affairs, the Office of the Vice-President for Students, the Presidential Task Force on Disability Issues, the Residence Life and Housing Office, the Human Relations and Counseling Center, Alumni Affairs, the Diversity Council 2000, the Center for New Students, and any other related campus organization to develop new policy and procedural of accessibility, sensitivity and inclusiveness of all members of the campus community, and recommend them to the University Senate.
5. To review and make recommendations regarding the quality of the internal and external physical environment of all campus facilities. These recommendations should be sent to University Senate for approval which will forward the recommendations to the Vice President of Administration and Finance.
6. To develop recommendations to improve the esthetic and social environment on campus, which are to be sent to the University Senate.
7. To fulfill any specific or special charges from the University Senate.
8. To make a mid-year progress report to the University Senate, and issue a final report to the University Senate at the end of the Academic Year.

Kean University
The University Senate
Elections Committee

Approved March 14, 2000

Revised: August 27, 2021

The domain of this committee involves all matters related to the election policies and procedures for the annual and special Faculty Elections. The goal of this committee is to facilitate the impartial election of faculty representatives to the various Senate and Letter of Agreement Committees.

Standing Charges:

1. To determine the electorates, vacancies and membership eligibility for all Senate and Letter of Agreement Committees, consistent with the Senate Constitution, senate policy, the Manual of the University Senate Nominations and Elections Committees and the Letters of Agreement.
2. To work with the Nominations Committee to implement and insure the policies and procedures contained in the Manual of the University Senate Nominations and Elections Committees are followed. Specifically these include, but are not limited to:
 - a) to determine the elections calendar for each academic year.
 - b) to maintain and update a database of membership to all elected Senate and Letter of Agreement Committees, including all resignations and replacements.
 - c) to select an agency to conduct the annual Spring election, and oversee the entire election process
 - d) to interpret and oversee the protocols of the election to insure the fairness of the process.
 - e) to review and recommend modifications to the Manual of the University Senate Nominations and Elections Committees, to the University Senate.
 - f) to ensure the annual re-organizational meetings are held during the spring semester of each academic year.
 - g) to expose the publication of campaign literature that is false or anonymous.
3. To determine the election rules not explicitly defined by the Manual of the University Senate Nominations and Elections Committees.
4. To fulfill any specific or special charges from the University Senate.
5. To make periodic progress reports to the University Senate (several times during the election process), and issue a final report to the University Senate at the end of the Academic Year.

Kean University
The University Senate
**Nathan Weiss Graduate
College Committee**

Kean University
The University Senate
Kean@Ocean Committee

Kean University
The University Senate
Nancy Thompson Learning Library Commons Committee

Approved: March 14, 2000
Revised: August 27, 2021

The domain of this committee involves all matters related to library policies and procedures, and how they impact on usage by the students, faculty and staff. The goal of the committee is to improve the overall quality of the Library holdings and services, making it the intellectual center of the university.

Standing Charges:

1. To examine current policies governing the use of the Library, and to recommend changes in these policies to the University Senate for consideration.
2. To annually assess the quality and services of the library and address concerns raised by students, faculty and staff in these areas, reporting the findings to the Faculty Senate.
3. To act as a liaison between the library and the University Senate.
4. To ensure that the services of the library are widely publicized among the students, faculty and staff, including, for example, developing a frequently asked questions (FAQs) sheet regarding library services.
5. To suggest to the University Senate ways of improving and expanding the functions of the library that aid in instruction.
6. To serve as an advocate for the library before the Administration and Board of Trustees.
7. To have the chair of this committee, or designee, serve as a member of the University Library Liaison Committee, to facilitate communication between departments and the Library Committee, and to bring issues from the liaisons to the Library Committee.
8. To fulfill any specific or special charges from the University Senate.
9. To make a mid-year progress report to the University Senate, and issue a final report to the University Senate at the end of the Academic Year.

Kean University
The University Senate
Nominations Committee

Approved March 14, 2000

Revised: August 27, 2021

The domain of this committee involves all matters related to the nominations process, which include the policies and procedures for the nomination of candidates to the annual and special Faculty Elections. The goal of this committee is to facilitate impartial nominations, as candidates are selected for the various Senate and Letter of Agreement Committees.

Standing Charges:

1. To publish current committee memberships and announce all vacancies for Senate and Letter of Agreement Committees to the Faculty Senate Constituency.
2. To verify the eligibility of nominees, as determined by the Elections Committee based on the Senate Constitution, Senate policy, the Manual of the University Senate Nominations and Elections Committees and the Letters of Agreement.
3. To work with the Elections Committee to implement and ensure that the policies and procedures contained in the Manual of the University Senate Nominations and Elections Committees are followed. Specifically these include, but are not limited to:
 - a) to solicit nominees for the vacancies for Senate and Letter of Agreement Committees.
 - b) to administer the self nomination process, verifying the eligibility of the self-nominees.
 - c) to publish a preliminary listing of candidates for the election.
 - d) to administer the nomination by petition process, verifying the eligibility of the petition nominees.
 - e) to publish the final list of candidates for the election.
 - f) to promote responsible campaign practices.
4. To fulfill any specific or special charges from the University Senate.
5. To make a mid-year progress report to the University Senate, and issue a final report to the University Senate at the end of the Academic Year.

Kean University
The University Senate
Research Committee
Approved March 14, 2000
Revised: August 27, 2021

The domain of this committee involves all matters related to promoting and supporting the research and scholarly activities of the students, faculty and staff. The goal of this committee is to facilitate the research and scholarly activities of the students, faculty and staff, in accordance with the mission of the university.

Standing Charges:

1. To facilitate the process by which the faculty and staff can learn about grants and support for research, scholarly and creative works. This includes aiding in the development of an Office of Research and Sponsored Programs website and database, and scheduling/ coordinating workshops with the faculty to increase awareness of the opportunities available.
2. To propose to the University Senate methods for assisting faculty and staff to more effectively and efficiently publicize their research, scholarly activities and creative works. This includes the development of a new publication/website that highlights the scholarly and creative accomplishments of the students, faculty and staff. The goals of this process are:
 - a) to promote interaction/collaboration among members of the Kean University community.
 - b) to promote interaction/collaboration between members of the Kean University community and other educational institutions.
 - c) to generate interest in providing Kean University with external funding and support.
3. To monitor the current policies criteria and procedures for obtaining released time and make recommendations to the University Senate and bargaining unit for improvements in the process.
4. To ensure that the services of the Office of Research and Sponsored Programs in the Nathan Weiss College of Graduate Studies are widely publicized among the faculty and staff, including, for example, developing a frequently asked questions (FAQs) sheet regarding the available services.
5. To assist the office of the Associate Dean of the Nathan Weiss College of Graduate Studies organize, promote and host the Annual Kean Research Fair, highlighting the research, scholarship and creative works of the students, faculty and staff.
6. To select a Kean University representative to the New Jersey Research Consortium, and other appropriate research related organizations.
7. To fulfill any specific or special charges from the University Senate.
8. To make a mid-year progress report to the University Senate, and issue a final report to the University Senate at the end of the Academic Year.

Kean University
The University Senate
Student Retention Committee
Approved March 14, 2000
Revised: August 27, 2021

The domain of this committee involves all matters related to the retention of students at Kean University. This includes studying rates of retention, factors leading to attrition, and proposing policies to address the problem of student retention at both the undergraduate and graduate levels. The goal of the committee is to improve the rates of student retention at Kean University, in keeping with the mission of the University.

Standing Charges:

1. To assist the Administration, Director of Student Retention, the Office of Institutional Research, Departments, Colleges, the Center for New Students, the General Education Committee and the GELAP Implementation Committee, to survey and report on the causes of attrition at Kean University to the University Senate.
2. To work cooperatively with Administration, Director of Student Retention, the Office of Institutional Research, Departments, Colleges, the Center for New Students, the General Education Committee and the GELAP Implementation Committee, in the dissemination, proposal and review of policies and plans to address student retention.
3. To work cooperatively with the Admissions Committee to review and recommend revision of the policies regarding recruitment and admissions, with a focus on factors that affect student retention. This review includes admissions criteria for regular and special admission, at both the graduate and undergraduate levels.
4. To work cooperatively with the Admissions Committee to monitor and report on retention and graduation statistics based on admission categories and status.
5. To work cooperatively with the Admissions Committee to monitor and report on the statistics and demographics of entering through exiting students.
6. To monitor and report to the Senate the actual student retention rates for the university each academic year.
7. To work cooperatively with the Academic Standards Committee in areas of common concern.
8. To work cooperatively with the General Education Committee and the GELAP Implementation Committee in areas of common concern.
9. To fulfill any specific or special charges from the University Senate.
10. To make a mid-year progress report to the University Senate, and issue a final report to the University Senate at the end of the Academic Year.