

## DRAFT University Committees 2024-2025

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## Committee on Committees Charter

### Purpose

To serve and advise the President as directed in matters pertaining to University Committees.

### Charge

The Committee on Committees (COC) is responsible for reviewing the University's committee structure and efficacy, and making recommendations to the President regarding committee classifications and appointments.

### Membership

The COC is chaired by the Vice President for Academic Operations. Other members include representatives of groups with significant University Committee membership. The Chair may appoint other non-voting members as necessary to conduct committee business. The current members are listed below:

Role	Term	Position   Affiliation	Name
Chair	Ex-Officio	VP, Academic Operations	Ms. Stephanie Fenter
Member	2023-2025	Academic Affairs Representative	Dr. Colleen Swain
Member	2023-2025	Research Representative	Ms. Lisa Bush
Member	2023-2025	Student Success Representative	Mr. Joshua Neaves
Member	2023-2025	Legal Affairs Representative	Mr. Carl Baranowski
Member	Ex-Officio	SGA President	Ms. Allison Schwartz
Member	Ex-Officio	Faculty Senate President	Dr. Joshua Banta
Member	Ex-Officio	Staff Senate President	Mr. Steve Myers

Committee members are expected to devote sufficient time to participate in and contribute to the Committee activities. Committee members are required to adhere to the Committee Charter and assume and complete assignments as designated.

### Chair Responsibilities

The Committee Chair is responsible for leading and facilitating the work of the Committee including, but not limited to, calling meetings of the Committee, setting agendas, directing activities and assignments as needed and overseeing communication with Committee members and with the President.

### Recommendations and Reporting

The COC will provide an annual report to the President in late summer with nominations for appointments to Executive Committees and any recommended revisions to committee classifications or structure. Other formal recommendations or reports will be provided as needed and at the direction of the President.

### Appointment and Term Limits

Ex-Officio members may appoint a designee to serve in their place. If a designee is appointed, they satisfy all of the requirements that may have been met by the nature of the position they are representing. Other positions are filled by the Chair in consultation with senior leadership in each area. Regular member terms are two years, and a member may not serve for more than two consecutive terms. Ex-Officio terms are for the duration of service in their position. An Ex-Officio designee may not serve more than two consecutive years.

### Charter Revisions

This charter may not be revised unless directed by the President.

Designated Executive Committee

## Conflict of Interest Committee Overview

### Purpose

To review institutional conflicts of interest (ICOs) with sufficient authority to advise on the identification, disclosure, and management or elimination of all facets of ICOs.

### Charge

The Conflict of Interest Committee reviews, develops, and approves plans for management of institutional, individual, and research conflicts of interest in accordance with the UT System and the University's Conflicts of Interest and Outside Activities policies.

### Membership

Chair is selected annually by committee members. Committees that review ICOs should be composed of members who reflect the broad training and varied interests that arise in the ICOI context. The current members are listed below:

Role	Term	Position   Affiliation	Name
Member	2023-2025	Health Representative	Dr. Jarett Berry
Member	Ex-Officio	Associate VP for Research Compliance	Dr. Anna Kurdowska
Member	Ex-Officio	Associate VP of Research Administration	Ms. Lisa Bush
Member	Ex-Officio	Chief Financial Officer	Mr. Dwain Morris
Member	Ex-Officio	Chief Human Resources Officer	Ms. Gracy Buentello
Member	Ex-Officio	Senior VP of Legal Affairs, CLO	Mr. Carl Baranowski
Member	Ex-Officio	Faculty Senate President	Dr. Joshua Banta
Member	Ex-Officio	Executive Director of Compliance, CCO	Mr. Donny Henry

Committee members are expected to devote sufficient time to participate in and contribute to the Committee activities. Committee members are required to adhere to the Committee Charter and assume and complete assignments as designated.

### Chair Responsibilities

Reviewing conflicts of interest, conflicts of commitment and outside activity related issues. Implement management plans to minimize the risks of undue influence of conflicts of interest on decisions affecting the University's research, education, clinical care, business transactions, investments, or other activities of the institution. Help ensure that procedures are implemented for properly training employees in the method for accurately completing information in the UTS portal.

### Recommendations and Reporting

Advise the President regarding the identification, evaluation, and management of conflicts of interest.

Mandated: UTS 189, sec. 5

## Endowment Compliance Committee Overview

### Purpose

To serve and advise the President and the Sr. VP of Advancement on matters pertaining to Endowment Compliance

### Charge

The Endowment Compliance Committee is responsible for considering the endowment compliance effort from a broad institutional perspective and for reviewing the University's endowment compliance plan.

### Membership

The Endowment Compliance Committee is chaired by the Senior VP of Advancement or their representative. Other members include but are not limited to representatives from Academic and Health Affairs, Advancement, Administration, and Research. The Chair may appoint other non-voting members as necessary to conduct committee business. The current members are listed below:

Role	Term	Position	Name
Chair	Ex-Officio	Senior Vice President, Advancement (Interim)	Ms. Susan Rossman
Member	Ex-Officio	Provost & Chief Academic Officer	Dr. Amir Mirmiran
Member	Ex-Officio	Chief Business Officer	Mr. Daniel Deslatte
Member	Ex-Officio	Chief Financial Officer	Mr. Dwain Morris
Member	Ex-Officio	VP, Academic Operations	Ms. Stephanie Fenter
Member	Ex-Officio	VP, Health Operations	Ms. Kate Starnes
Member	Ex-Officio	Vice President, Chief Audit Executive	Mr. Stephen Ford
Member	Ex-Officio	Vice President, Enrollment Management	Mr. David Barron
Member	Ex-Officio	Chief Compliance Officer	Mr. Donny Henry
Member	Ex-Officio	Executive Director, Advancement Services	Ms. Crystal Bays

Committee members are expected to devote sufficient time to participate in and contribute to the Committee activities. Committee members are required to adhere to the Committee Charter and assume and complete assignments as designated.

Mandated: UTS 117 Sec 5.2 - Endowment Compliance Plan Systemwide Standards and Guidelines

## Executive Compliance Committee Overview

### Purpose

To oversee the institutional compliance programs.

### Charge

The Executive Compliance Committee (ECC) is responsible for ensuring adequate resources are dedicated to compliance programs institution-wide, ensures appropriate action is taken when noncompliance issues are brought to its attention, and provides overall policy guidance for the program. The ECC meets quarterly and is chaired by the President.

### Membership

The ECC is chaired by the President per the Systemwide Compliance Charter. Other members include but are not limited to the ex-officio positions in the table below. The Chair may appoint other non-voting members as necessary to conduct committee business. The current members are listed below:

Role	Term	Position   Affiliation	Name
Chair	Ex-Officio	President	Dr. Julie Philley
Member	Ex-Officio	Chief Compliance Officer	Mr. Donald Henry
Member	Ex-Officio	Provost & Chief Academic Officer	Dr. Amir Mirmiran
Member	Ex-Officio	Chief Business Officer	Mr. Daniel Deslatte
Member	Ex-Officio	Chief Financial Officer	Mr. Dwain Morris
Member	Ex-Officio	Vice President, Academic Operations	Ms. Stephanie Fenter
Member	Ex-Officio	Vice President, Health Operations	Ms. Kate Starnes
Member	Ex-Officio	President, University Practice Plan	Dr. Steven Cox
Member	Ex-Officio	Chief Human Resources Officer	Ms. Gracy Buentello
Member	Ex-Officio	Senior Vice President, Student Services	Ms. Ona Tolliver
Member	Ex-Officio	Senior Vice President, Chief Legal Officer	Mr. Carl Baranowski
Member	Ex-Officio	Vice President, Chief Audit Executive	Mr. Stephen Ford
Member	Ex-Officio	Vice President, Chief Information Officer	Mr. Isai Ramirez
Member	Ex-Officio	Interim Athletic Director	Mr. Chris Bizot
Member	Ex-Officio	Faculty Senate President	Dr. Joshua Banta
Member	Ex-Officio	Assistant Vice President, Info Security	Mr. Kevin Kjosa

Committee members are expected to devote sufficient time to participate in and contribute to the Committee activities. Committee members are required to adhere to the Committee Charter and assume and complete assignments as designated.

Mandated: Article VI. - U.T. System Systemwide Compliance Charter

## Handbook of Operating Procedures Committee Overview

### Purpose

Maintain the Handbook of Operating Procedures (HOP)

### Charge

The HOP Committee is responsible for reviewing and making recommendations regarding proposed new and amended policies to the President as well as updating the HOP at least once a year or more frequently, as needed to ensure adherence to all applicable UT System, State, and Federal rules and regulations.

### Membership

The HOP Committee consists of campus leaders representing each division and college. The committee is chaired by the Provost and reports to the President. Ex-Officio members may appoint a designee to serve in their place. The current members are listed below:

Role	Term	Position   Affiliation	Name
Chair	Ex-Officio	Provost & Chief Academic Officer	Dr. Amir Mirmiran
Member	Ex-Officio	Chief Business Officer	Mr. Daniel Deslatte
Member	Ex-Officio	SVP, Student Success	Ms. Ona Tolliver
Member	Ex-Officio	Chief Financial Officer	Mr. Dwain Morris
Member	Ex-Officio	Chief Human Resources Officer	Ms. Gracy Buentello
Member	Ex-Officio	VP, Health Operations	Ms. Kate Starnes
Non-Voting Member	Ex-Officio	SVP, Legal Affairs	Mr. Carl Baranowski
Member	Ex-Officio	Vice President, Information Technology	Mr. Isai Ramirez
Member	Ex-Officio	VP, Academic Operations	Ms. Stephanie Fenter
Member	Ex-Officio	Interim Advancement Leadership	Ms. Susan Rossman
Member	Ex-Officio	AVP, Research Administration	Ms. Lisa Bush
Member	Ex-Officio	Student Government Association President	Ms. Allison Schwartz
Member	Ex-Officio	Faculty Senate President or Designee	Dr. Joshua Banta
Member	Ex-Officio	Staff Senate President or Designee	Mr. Bruce Bettinger
Non-Voting Member	Ex-Officio	Executive Director, Compliance & CCO	Mr. Donny Henry
Non-Voting Member	Ex-Officio	HOP Coordinator	Ms. Deronda Baughman
Member	2022-2025	College of Arts & Sciences	Dr. Tom Guderjan
Member	2022-2025	School of Nursing	Dr. Deborah Crumpler
Member	2024-2027	College of Engineering	Dr. Hassan El Kishky
Member	2024-2027	Fisch College of Pharmacy	Dr. Young Lee
Member	2024-2027	School of Health Professions	Dr. David Criswell
Member	2024-2027	School of Medicine	Dr. Tuan Le
Member	2023-2026	Soules College of Business	Dr. Mary Fischer
Member	2023-2026	College of Education & Psychology	Dr. Brandon Bretl

Committee members are expected to devote sufficient time to participate in and contribute to the Committee activities. Committee members are required to adhere to the Committee Charter and assume and complete assignments as designated.

Designated Executive Committee

## Institutional Animal Care and Use Committee Overview

### Purpose

To oversee and evaluate all aspects of animal care and use.

### Charge

The Institutional Animal Care and Use Committee (IACUC) is responsible for reviewing proposals that involve animals to ensure that the criteria established in the PHS Policy, and the Animal Welfare Regulations are implemented.

### Membership

Members are selected according to the federal requirements, including a chair, attending veterinarian, alternative veterinarian, non-scientific member, non-affiliated member, scientists working with animals and any other member as needed. Good practices are followed when selecting members who have experience with different aspects of animal work.

Role	Term	Position   Affiliation
Chair	2024-2025	Biotechnology Faculty
Vice Chair	2024-2025	Biology Faculty
Member	2024-2025	Attending Veterinarian
Member	2024-2025	Pharmacy Faculty
Member	2024-2025	Biology Faculty
Member	2024-2025	Biology Faculty
Member	2024-2025	Biomedical Research Faculty
Member	2024-2025	Biomedical Research Faculty
Member	Ex Officio	Research Compliance
Member	Ex Officio	University Compliance
Member	2024-2025	Biomedical Research Staff
Member	2024-2025	Non-Scientist Staff
Member	2024-2025	Unaffiliated – Community Member
Member	2024-2025	Unaffiliated – Veterinarian
Alternate	2024-2025	Unaffiliated – Community Member
Alternate	2024-2025	Unaffiliated – Veterinarian

Committee members are expected to devote sufficient time to participate in and contribute to the Committee activities. Committee members are required to adhere to the Committee Charter and assume and complete assignments as designated.

### Chair Responsibilities

The Committee Chair is responsible for organizing IACUC meetings, serving as a liaison between IACUC and the President, working on SOPs, forms, and other documents, preparing, and submitting reports to the federal government and other agencies as appropriate, and providing guidance to investigators.

Mandated: Animal Welfare Act and the Health Research Extension Act of 1985

## Institutional Audit Committee Overview

### Purpose

To manage all University audit activities and requirements.

### Charge

The Institutional Audit Committee (IAC) assists and advises the UT System Audit, Compliance, and Risk Management Committee (ACRMC) and the Institution's President in the oversight of management activities and process, direction of internal audit activity, and any external public accounting firms and their results.

### Membership

The Chair of the IAC will be nominated by the President and approved by the Chair of the ACRMC. Membership in the Committee is made up of members who are external to the University in addition to key members of the Institutional management team. The current members are listed below:

Role	Term	Position   Affiliation	Name
Chair	2024-2027	Iglesias Law Firm, Owner	Mr. David Iglesias
Member	2024-2027	SVP & CEO, Memorial Hermann Cypress and Katy	Mr. Jerry Ashworth
Member	2024-2027	General Manager & CEO, Etext Communications, L.P.	Mr. Charlie Cano
Member	2023-2025	Commercial Banking Leader, Regions Bank	Mr. Chad Cargile
Member	2024-2027	Genecov Foundation, President	Mr. Ray McKinney
Member	Ex-Officio	President	Dr. Julie Philley
Member	Ex-Officio	Chief Business Officer	Mr. Daniel Deslatte
Member	Ex-Officio	Provost	Dr. Amir Mirmiran
Member	Ex-Officio	Chief Financial Officer	Mr. Dwain Morris
Member	Ex-Officio	President, University Practice Plan	Dr. Steven Cox
Member	Ex-Officio	SVP, Legal Affairs, Chief Legal Officer	Mr. Carl Baranowski
Member	Ex-Officio	Executive Director of Compliance & CCO	Mr. Donald Henry
Non-Voting Member	Ex-Officio	Vice President, Chief Audit Executive	Mr. Stephen Ford Jr.
Non-Voting Member	Ex-Officio	Chief Audit Executive, UT System	Mr. J. Michael Peppers

Committee members are expected to devote sufficient time to participate in and contribute to the Committee activities. Committee members are required to adhere to the Committee Charter and assume and complete assignments as designated.

### Reporting

The IAC reports directly to the Board of Regents.

Mandated: Regents' Rule 20401, sec. 1.1 (b) | Exhibit A of UTS Policy 129

## Institutional Biosafety Committee Overview

### Purpose

To serve and advise the administration as directed in matters pertaining to biosafety.

### Charge

The Institutional Biosafety Committee (IBC) reviews recombinant or synthetic nucleic acid molecule research and educational activities conducted at or sponsored by the institution for compliance with the *NIH Guidelines* and approves those research projects that are found to conform with the *NIH Guidelines*.

### Membership

Members are selected according to the federal requirements, including a chair, biosafety officer, 2 non-affiliated members, scientists versed in work covered by the IBC, and other members as needed. Best practices are followed when selecting IBC members. The current members are listed below:

Role	Term	Position   Affiliation	Name
Chair	2024-2025	Center for Biomedical Research	Galina Florova, PhD
Vice Chair	2024-2025	Center for Biomedical Research	Hua Tang, PhD
Member	2024-2025	Center for Biomedical Research	Buka Samten, MD
Member	2024-2025	Biosafety Officer, Senior Lab Safety Manager	Chris Frydenlund
Non-Voting Member	Ex-Officio	AVP for Research & Research Compliance Officer	Anna Kurdowska, PhD
Member	2024-2025	Department of Biochemistry	Dustin Patterson, PhD
Member	2024-2025	Department of Biology	Wei-Chin Ho, PhD
Member	2024-2025	Unaffiliated Member	Upon Request
Member	2024-2025	Unaffiliated Member	Upon Request
Alternate	2024-2025	Unaffiliated Alternate	Upon Request

Committee members are expected to devote sufficient time to participate in and contribute to the Committee activities. Committee members are required to adhere to the Committee Charter and assume and complete assignments as designated.

### Chair Responsibilities

The Committee Chair is responsible for organizing IBC meetings, serving as a liaison between IBC and the President, working on SOPs, forms, and other documents, and providing guidance to investigators.

Mandated: NIH Guidelines Section IV-B-2-a

## Institutional Research Integrity Committee Overview

### Purpose

To serve and advise the administration as directed in matters pertaining to research integrity.

### Charge

The Institutional Research Integrity Committee (IRIC) conducts the inquiry and investigation into allegations of misconduct in research or other scholarly activity.

### Membership

Members are selected according to the federal requirements, including a chair, members versed in research who can evaluate research issues and research misconduct, and other members with expertise in regulatory requirements. The current members are listed below:

Role	Term	Position   Affiliation	Name
Chair	2024-2025	Research Integrity Officer	Vijay Boggaram, PhD
Member	2024-2025	Medical Director, Center for Clinical Research	Alan Cook, MD
Member	2024-2025	Senior Vice President, Chief Legal Officer	Carl Baranowski, JD
Member	2024-2025	Center for Biomedical Research	L. Vijaya Mohan Rao, PhD
Member	2024-2025	Center for Biomedical Research	Shashi Kant, PhD
Member	2024-2025	Chair, Department of Epidemiology and Biostatistics	Karan Singh, PhD
Member	2024-2025	SOM Medical Education	David Pearson, PhD
Member	Ex-Officio	AVP for Research Compliance	Anna Kurdowska, PhD
Member	Ex-Officio	Executive Director of Compliance & CCO	Donny Henry

Committee members are expected to devote sufficient time to participate in and contribute to the Committee activities. Committee members are required to adhere to the Committee Charter and assume and complete assignments as designated.

### Chair Responsibilities

The Committee Chair is responsible for organizing IRIC meetings, serving as a liaison between IRIC and the President, working on policies, and other documents, preparing, and submitting reports to the federal government and other agencies as appropriate, and providing guidance to investigators.

Mandated: CFR Title 42 Chapter 1(h) Part 93.304 (f)

## Institutional Review Board Overview

### Purpose

To protect the rights and welfare of research participants.

### Charge

The Institutional Review Board (IRB) is responsible for the protection of the rights and welfare of human research subjects as well as ensuring scientific research is conducted ethically and in compliance with all federal, state, and local regulations and institutional policies.

### Membership

The University of Texas at Tyler has three on-site IRB committees. Members are appointed for recurring one-year terms. The current members are listed below:

IRB 1		IRB 2		IRB 3	
Role	Name	Role	Name	Role	Name
Chair	Fernandez, Luis	Chair	Elueze, Emmanuel	Chair	Pearson, David
Member	Brazill, Bradley	Member	Bynum, James	Member	Brown, Leonard
Member	Davis, Regina	Member	Byrd, Theresa	Member	Christie, Kim
Member	Edwards, Perry	Member	Callens, Margaret	Member	Dong, Neil
Member	Elueze, Emmanuel	Member	Deese, Yvonne	Member	Greer, Danice
Member	Harris, Kristi	Member	Devine, Megan	Member	Gunpinar, Yasemin
Member	LaMay, Gregory	Member	Escareno, Jessica	Member	Helfers, Richard
Member	Lucchesi, Pamela	Member	Garmon, Cheryl	Member	Kirby, Lauren
Member	Morris, Robin	Member	Henry, Donny	Member	Synder, Victoria
Member	Tuvdendorj, Demi	Member	Hennigan, Allison	Member	Thomas, Chet
Member	Wadle, Carly	Member	Jackson, Tameka	Member	Thomas, Christopher
Member	Hamilton, LaRhonda	Member	Russo, Rennie		
		Member	Stewart, Jeff		

Committee members are expected to devote sufficient time to participate in and contribute to the Committee activities. Committee members are required to adhere to the Committee Charter and assume and complete assignments as designated.

Mandated: DHHS Regulation Codified at 45 CFR 46 | FDA Regulations Codified at 21 CFR 50 and 56  
International Conference on Harmonization (ICH) Good Clinical Practices (GCP) Guidelines (ICH-GCP)

## International (Travel) Oversight Committee Overview

### Purpose

The IOC is responsible for travel suspension decisions and oversight of international crisis response as directed by the President.

### Charge

The International Oversight Committee (IOC) is responsible for reviewing and approving University-sponsored travel to areas of High Risk. This includes locations where the U.S. State Department has issued a level 3 or 4 Travel Advisory, the Center for Disease Control and Prevention (CDC) has issued its highest Travel Health Notice Level, or the IOC has deemed significant health, safety, or security risks are present.

### Membership

The IOC is chaired by the Director of International Programs. Other members represent broad, cross-functional expertise from multiple offices. The Chair may engage other representatives from throughout the university as necessary to conduct committee business. The current members are listed below:

Role	Term	Position   Affiliation	Name
Chair	Ex-Officio	Director, International Programs	Ms. Cynthia Martinez
Member	Ex-Officio	Chief Financial Officer	Mr. Dwain Morris
Member	Ex-Officio	Chief Human Resources Officer	Ms. Gracy Buentello
Member	Ex-Officio	Sr. VP, Student Success	Ms. Ona Tolliver
Member	Ex-Officio	Sr. VP, Marketing and Communications	Mr. Jeff Noblitt
Member	Ex-Officio	Sr. VP, Legal Affairs and Chief Legal Officer	Mr. Carl Baranowski
Member	Ex-Officio	AVP, Research Compliance	Dr. Anna Kurdowska
Member	Ex-Officio	Exec. Dir. of Compliance and CCO	Mr. Donny Henry
Member	Ex-Officio	Dir. of Environmental Health & Safety	Mr. Robby Underwood
Member	2024-2026	Faculty Senate Representative	Dr. Gina Doepker
Member	2024-2026	Academic Affairs Representative	Dr. Neil Gray
Member	2023-2025	Health Affairs Representative	Dr. Jeff Levin

Committee members are expected to devote sufficient time to participate in and contribute to the Committee activities. Committee members are required to adhere to the Committee Charter and assume and complete assignments as designated.

Mandated: UTS 190, sec. 5.1

## IT Governance Steering Committee Overview

### Purpose

To align IT services, projects and investments with the University strategy and objectives.

### Charge

The IT Governance Steering Committee (ITGSC) is charged with creating the strategic vision and guiding principles for all information and technology at UT Tyler. Further, it will provide oversight of the IT service and project portfolios by evaluating, approving, and monitoring actions related to investments, and the prioritization of projects and services. The ITGSC also has authority over the Administrative Applications, Research and Educational Technology, IT Architecture & Infrastructure and Data Governance Committees.

### Membership

The ITGSC is composed of key members of the institutional management team. The current members are listed below:

Role	Term	Position   Affiliation	Name
Chair	Ex-Officio	Chief Business Officer	Mr. Daniel Deslatte
Member	Ex-Officio	Provost & Chief Academic Officer	Dr. Amir Mirmiran
Member	Ex-Officio	Chief Financial Officer	Mr. Dwain Morris
Member	Ex-Officio	Senior Vice President, Student Success	Ms. Ona Tolliver
Member	Ex-Officio	VP, Academic Operations	Ms. Stephanie Fenter
Member	Ex-Officio	VP, Health Operations	Ms. Kate Starnes
Member	Ex-Officio	VP, Finance	Ms. Natalie Harms
Member	Ex-Officio	AVP, Research Administration	Ms. Lisa Bush
Member	Ex-Officio	Chief Human Resources Officer	Ms. Gracy Buentello
Member	Ex-Officio	Faculty Senate President or designee	Dr. Amentahru Wahrab
Member	Ex-Officio	Staff Senate President or designee	Mr. Steve Myers
Non-Voting Member	Ex-Officio	Vice President, Chief Information Officer	Mr. Isai Ramirez

Committee members are expected to devote sufficient time to participate in and contribute to the Committee activities. Committee members are required to adhere to the Committee Charter and assume and complete assignments as designated.

Designated as an Executive Committee

## Medical Services, Research, & Development Plan (MSRDP) Board of Directors

### Purpose

Recommends to the President of the Institution regarding the direction and management of the MSRDP Faculty Practice Plan

### Membership

The President of the Institution Chairs the board. Members of the board are elected or appointed as required by the MSRDP Bylaws. Elections and/or appointments are generally effective after the annual meeting of the MSRDP, which typically occurs in November. The current members are listed below:

Role	Term	Position   Affiliation	Name
Chair	Ex-Officio	President	Dr. Julie Philley
Vice Chair	Ex-Officio	President of the Practice Plan	Dr. Steven Cox
Treasurer	Ex-Officio	Chief Business Officer	Mr. Daniel Deslatte
Secretary	Ex-Officio	AVP Practice Plan Administration	Ms. Susan Cooper
Member	Ex-Officio	Chair, Anesthesia	Dr. Dave Warters
Member	Ex-Officio	Chair, Emergency Medicine	Dr. Robert Creath
Member	Ex-Officio	Chair, Family Medicine	Dr. Robert Tompkins
Member	Ex-Officio	Chair, Medicine	Dr. Jarett Berry
Member	Ex-Officio	Chair, OEM (Interim)	Dr. Dalia Nessim
Member	Ex-Officio	Chair, Pediatrics	Dr. Jamie Librizzi
Member	Ex-Officio	Chair, Psychiatry and Behavioral Health	Dr. Cheryl McCullumsmith
Member	Ex-Officio	Chair, Radiology (Vacant)	
Member	Ex-Officio	Chair, Surgery	Dr. Scott Norwood
Member	2023-2024	President Appointed Member	Dr. Emmanuel Elueze
Member	2023-2024	President Appointed Member	Dr. Megan Devine
Member	2022-2024	Elected Member-at-Large	Dr. Ryan Menard
Member	2022-2024	Elected Member-at-Large	Dr. James Fox
Member	2023-2025	Elected Member-at-Large	Dr. My-Huyen Tran
Member	2023-2025	Elected Member-at-Large	Dr. Matthew Leveno
Member	Ex-Officio	Chief Legal Officer	Mr. Carl Baranowski
Member	Ex-Officio	Chief Financial Officer	Mr. Dwain Morris
Member	Ex-Officio	Chief of Staff	Dr. Megan Devine
Non-Voting Member	Ex-Officio	CEO, UT Health East Texas Physicians	Mr. Todd Hill
Non-Voting Member	Ex-Officio	Dean, UT Tyler School of Medicine	Dr. Brigham Willis

Committee members are expected to devote sufficient time to participate in and contribute to the Committee activities. Committee members are required to adhere to the Committee Charter and assume and complete assignments as designated.

Designated as Executive Committee

## Research Radiation Safety Committee Overview

### Purpose

To advise the administration on matters pertaining to the utilization of radioisotopes.

### Charge

The Research Radiation Safety Committee (RRSC) is responsible for monitoring and establishing safe practices for all research staff using radioisotopes.

### Membership

Members are selected according to the State requirements as described in the Manual, including a chair, Radiation Safety Officer (RSO), safety representative, a member of research technical staff, faculty members with expertise in radiation safety, and other members as needed. The current members are listed below:

Role	Term	Position   Affiliation	Name
Chair	2024-2025	AVP, Research Administration	Lisa Bush
Vice Chair	2024-2025	RSO / AVP for Research Compliance	Anna Kurdowska, PhD
Member	2024-2025	RSA / Biomedical Equipment Technician IV	Randy Tate
Member	2024-2025	Center for Biomedical Research	L. Vijaya Mohan Rao, PhD
Member	2024-2025	Fisch College of Pharmacy	Santosh Aryal, PhD
Member	2024-2025	Senior Lab Safety Manager, Research Compliance	Chris Frydenlund
Member	2024-2025	Fisch College of Pharmacy	Ayman Hamouda, PhD

Committee members are expected to devote sufficient time to participate in and contribute to the Committee activities. Committee members are required to adhere to the Committee Charter and assume and complete assignments as designated.

### Chair Responsibilities

The Committee Chair oversees committee operations and approves minutes. RSO and Vice Chair is responsible for organizing RRSC meetings, serving as a liaison between RRSC and the President, working on policies, and other documents, preparing, and submitting reports to the State and other agencies as appropriate, and providing guidance to investigators.

Mandated: Texas Administrative Code §289.252 (g) | CFR Title 10 Chapter 1 Part 35 (b) section 35.22

## Student Fee Advisory Committee Overview

### Purpose

To advise the governing board and the administration of the institution on the type, amount, and expenditure of compulsory fees for student services.

### Charge

The Student Fee Advisory Committee (SFAC) shall study the type, amount, and expenditure of a compulsory fee under section 54.503 of the Texas Education Code and report out on their findings.

### Membership

The SFAC chair is elected by the committee. Members must include the following:

- Five student members who are enrolled for not less than six semester credit hours at the institution and who are representative of all students enrolled at the institution, appointed by the student government - three students to serve two-year terms on the committee and two students to serve one-year terms.
- Four members who are representative of the entire institution, appointed by the President.

Role	Term	Position   Affiliation	Name
Chair			Elected first Meeting
Member	2024-2025	University Rep.	Dr. Leonard Brown
Member	2024-2026	University Rep.	Ms. Cynthia Sherman
Member	2024-2025	University Rep.	Mr. Adam McGuire
Member	2023-2025	University Rep.	Ms. Vicky Bond
Member	2024-2025	Student Representative	
Member	2024-2025	Student Representative	
Member	2023-2025	Student Representative	
Member	2024-2026	Student Representative	
Member	2024-2026	Student Representative	
Non-Voting Member	Ex-Officio	SVP, Student Success	Ms. Ona Tolliver
Non-Voting Member	Ex-Officio	Comptroller	Mr. John Sprenkle
Non-Voting Member	Ex-Officio	Director, Recreational Sports/HPC	Mr. Rick McGill

Committee members are expected to devote sufficient time to participate in and contribute to the Committee activities. Committee members are required to adhere to the Committee Charter and assume and complete assignments as designated.

### Recommendations and Reporting

The Student Fee Advisory Committee shall meet with appropriate administrators of the institution, submit a written report on their study of the type, amount, and expenditure of a compulsory fees as defined under TEC 54.503 and recommend the type, amount, and expenditure of a compulsory fee to be charged for the next academic year.

Mandated – Texas Education Code § 54.5031

## Student Union Advisory Committee Overview

### Purpose

To manage the student union fee funds.

### Charge

The Student Union Advisory Committee (SUAC) is responsible for the control of all funds collected via the student union fee as well as monitoring and reporting on the expenditure of those fees in accordance with the Texas Education Code.

### Membership

The SUAC is chaired by the Executive Director of University Communities. Other members include representation from students, faculty, and staff. The Chair may appoint other non-voting members as necessary to conduct committee business. The current members are listed below:

Role	Term	Position   Affiliation	Name
Chair	Ex-Officio	Executive Director of University Communities	Dr. Joe Berthiaume
Member	2024-2025	Student Representative	
Member	2024-2025	Student Representative	
Member	2024-2025	Student Representative	
Member	2024-2025	Student Representative	
Member	2024-2025	SGA Student Representative	
Member	2024-2025	Greek Life Student Representative	
Member	2024-2025	Greek Life Student Representative	
Member	2024-2025	Athletics Student Representative	
Member	2024-2025	Faculty Representative	Dr. Rick Helfers
Member	2024-2025	Staff Representative	Marti Holbrook
Non-Voting Member	Ex-Officio	AVP, Student Success & Dean of Students	Mr. Andrew Pettee
Non-Voting Member	Ex-Officio	University Center Operations	Mr. Chuck Brown

Committee members are expected to devote sufficient time to participate in and contribute to the Committee activities. Committee members are required to adhere to the Committee Charter and assume and complete assignments as designated.

### Recommendations and Reporting

The Student Union Advisory Committee shall annually submit to the president of the university a complete and itemized budget accompanied by a full and complete report of all activities conducted during the preceding year and all expenditures made in connection with those activities.

Mandated - Texas Education Code § 54.5343

## Faculty Affairs Committee

### Purpose

Facilitate faculty affair functions and ensure compliance with established guidelines in HOP 3.5.0 and 3.6.0.

### Membership

The current members are listed below.

Role	Term	Position   Affiliation	Name
Member	2023-2025	School of Health Professions	Jennifer Garner
Member	2024-2026	School of Health Professions	Kimberly Elliot
Member	2023-2025	School of Medicine	David Rice
Member	2024-2026	School of Medicine	Sujitha Nandimandalam
Member	2023-2025	College of Engineering	Gokhan Saygili
Member	2024-2026	College of Engineering	Chung Goh
Member	2023-2025	School of Nursing	Megan Reynolds
Member	2024-2026	School of Nursing	Brian Opella
Member	2024-2026	Fisch College of Pharmacy	Julie Feimster
Member	2023-2025	Fisch College of Pharmacy	Erika Gutierrez
Member	2023-2025	College of Arts & Sciences	Brent Bill
Member	2024-2026	College of Arts & Sciences	Cory Sills
Member	2024-2026	Soules College of Business	Yonjoo Cho
Member	2023-2025	Soules College of Business	Sangok Yoo
Member	2024-2026	College of Education & Psychology	Jessica Holm
Member	2023-2025	College of Education & Psychology	Forrest Kaiser
Member	Ex Officio	Provost & Chief Academic Officer	Amir Mirmiran
Member	Ex Officio	Chief Human Resources Officer	Gracy Buentello
Member	Ex Officio	Faculty Senate President	Josh Banta

Committee members are expected to devote sufficient time to participate in and contribute to the Committee activities. Committee members are required to adhere to the Committee Charter and assume and complete assignments as designated.

### Recommendations and Reporting

#### Appointment and Term Limits

Two faculty members from each of the eight colleges/schools. Terms are two-year appointments.

## Faculty Emeritus Committee

### Purpose

Coordinates the Emeritus Faculty procedure outlined in HOP 3.1.12

### Membership

Role	Term	Position   Affiliation	Name
Chair	2024-2025	Faculty Senate President-Elect	Dr. Glenn Barnes
Member	2024-2025	College of Arts & Sciences	Dr. Dewane Hughes
Member	2024-2025	Soules College of Business	Dr. Marilyn Young
Member	2024-2025	College of Education & Psychology	Dr. Jessica Reuter
Member	2024-2025	Fisch College of Pharmacy	Dr. Bradley Brazill
Member	2024-2025	College of Engineering	Dr. Mukul Shirvaikar
Member	2024-2025	School of Medicine	Dr. Karan Singh
Member	2024-2025	School of Health Professions	Dr. Traci Taylor
Member	2024-2025	School of Nursing	Dr. Glenn Barnes

Committee members are expected to devote sufficient time to participate in and contribute to the Committee activities. Committee members are required to adhere to the Committee Charter and assume and complete assignments as designated.

### Chair Responsibilities

The Committee Chair is responsible for calling meetings, organizing material, and running the voting/polling process that determines who is selected for emeritus status.

### Recommendations and Reporting

Notify Faculty of eligibility by mid-September

Close nominations by end of October

Forward recommendations to the President by end of November

### Appointment and Term Limits

1-year terms determined by the governance bodies of each college and in conformity with the HOP.

## Graduate Council

### Purpose

The Graduate Council is responsible for advising the President, Dean of the Graduate School, and other university administrators on matters pertaining to policies, procedures, and programs intended to promote growth, excellence, and integrity in graduate education throughout the university community.

### Membership

Members are selected according to the Graduate Council By-Laws. The current members are listed below.

Role	Term	Affiliation	Name
Chair	2024-2025	Soules College of Business	Dr. Tom Roberts
Member	2023-2026	Soules College of Business	Dr. Mary Fischer
Member	2022-2025	Soules College of Business	Dr. Marwan Al-Shammari
Member	2024-2027	College of Education and Psychology	Dr. Ramona Grad
Member	2023-2026	College of Education and Psychology	Dr. Annamary Consalvo
Member	2023-2026	School of Nursing	Dr. Martin Rivera
Member	2022-2025	School of Nursing	Dr. Barbara McAlister
Member	2022-2025	School of Medicine	
Member	2023-2026	School of Medicine	Dr. David Rice
Member	2023-2026	Fisch School of Pharmacy	Dr. Jose Vega
Member	2024-2027	Fisch School of Pharmacy	Dr. Joe Glavy
Member	2022-2025	College of Arts and Sciences	Dr. Jon Seal
Member	2024-2027	College of Arts and Sciences	Dr. Mandy Link
Member	2022-2025	College of Engineering	Dr. Premananda Indic
Member	2024-2027	College of Engineering	Dr. Tahsin Khajah
Member	2022-2025	School of Health Professions	Dr. Neil Dong
Member	2024-2027	School of Health Professions	Dr. Bill Sorensen
Member	2024-2025	Student Representative	
Member	Ex-Officio	Interim Dean of the Graduate School	Dr. Kouider Mokhtari
Member	Ex-Officio	Registrar	Dr. Troy White
Member	2024-2025	Faculty Senate Representative	Dr. Vivek Pandey
Member	Ex-Officio	Graduate Admissions Executive Director	Ms. Katie Hall
Member	Ex-Officio	Associate Provost for A&IE	Dr. Lou Ann Berman
Member	Ex-Officio	Director, Graduate Program Support	Dr. Cindy Davis
Member	Ex-Officio	Library Representative	Ms. Becky McKay

Committee members are expected to devote sufficient time to participate in and contribute to the Committee activities. Committee members are required to adhere to the Committee Charter and assume and complete assignments as designated.

### Chair Responsibilities

The Graduate Council Chair is responsible for leading and facilitating the work of the Council including, but not limited to, calling meetings, preparing meeting agendas and minutes, directing Council activities, and overseeing communication with Council members and with the Dean of the Graduate School.

### By-Laws Revisions

The Graduate Council reviews and updates its By-Laws every three years or as needed.

## Parking and Transportation Advisory Committee Charter

### Purpose

To serve and advise the CBO as directed in matters pertaining to parking and transportation.

### Charge

The Parking and Transportation Advisory Committee (PTAC) provides reports, presentations, and recommendations to the Chief Business Officer (CBO) to assist in setting transportation and parking policy decisions that require changes to the Parking and Transportation Rules.

### Membership

The PTAC is chaired by the Executive Director of Emergency Management and Safety. Other members include stakeholders from across campus as well as faculty, staff, and student representatives. The Chair may engage other representatives from throughout the university as necessary to conduct committee business. The Committee's composition is intended to bring together the perspectives of primary constituencies concerning important parking and transportation access. The current members are listed below:

Role	Term	Position   Affiliation	Name
Chair	Ex-Officio	Executive Director, Emergency Management & Safety	Robert Cromley
Member	2023-2025	Faculty Senate Representative	Joseph Vandehey
Member	2023-2025	Faculty Senate Representative	Dixie Rose
Member	2023-2025	Staff Representative - Academic	Tina Taylor
Member	2023-2025	Staff Representative - Health	Susan Molina
Member	2023-2025	SGA Student Representative	
Member	2023-2025	SGA Student Representative	
Member	2023-2025	Student Success Representative	Ona Tolliver
Member	2023-2025	Student Housing Representative	Andy Pettee
Member	2023-2025	University Academy Representative	Jo Simmons
Member	Ex-Officio	Executive Director, Facilities Management, or designee	Andy Krouse
Member	Ex-Officio	Exec. Dir., Capital Planning & Construction, or designee	Blake Curtis
Member	Ex-Officio	Chief of Police, or designee	Mike Medders
Member	Ex-Officio	Parking Coordinator	Melissa Clayton
Member	Ex-Officio	Parking Attendant	Cody Bowen
Member	Ex-Officio	Parking Attendant	Matt Graham

Committee members are expected to devote sufficient time to participate in and contribute to the Committee activities.

### Chair Responsibilities

The Committee Chair is responsible for leading and facilitating the work of the Committee including, but not limited to, calling meetings of the Committee, setting agendas, directing activities and assignments as needed and overseeing communication with Committee members and with the CBO.

### Recommendations and Reporting

Because this is an advisory committee and members are not elected to serve as a proportionately representative oversight, policy or rulemaking body, the committee will be making recommendations but will not be voting on decisions or approving budgets.

### Appointment and Term Limits

Regular member terms are two years, and a member may not serve for more than two consecutive terms. Ex-Officio terms are for the duration of service in their position. An Ex-Officio designee may not serve more than two consecutive years.

### Charter Revisions

This charter may not be revised unless directed by the CBO.

## Research Council

### Purpose

The Research Council is responsible for advising the President and other university administrators on matters pertaining to policies, procedures, and programs intended to promote growth, excellence, and integrity in research and scholarly activities throughout the university community.

### Membership

Members are selected according to the Research Council By-Laws. The current members are listed below.

Role	Term	Affiliation	Name
Chair	2021-2025		Karan Singh
Member	2023-2026	College of Arts & Science	Ali Azghani
Member	2023-2026	College of Arts & Sciences	Madeline Dawsey
Member	2023-2026	College of Arts & sciences	Robert Sterken
Member	2023-2026	College of Education & Psychology	Samantha Estrada
Member	2024-2027	College of Education & Psychology	Jennifer Watters
Member	2024-2027	College of Engineering	Fernando Resende
Member	2023-2026	College of Engineering	Mena Souliman
Member	2024-2027	Fisch College of Pharmacy	Santosh Aryal
Member	2022-2025	Fisch College of Pharmacy	Farah Deba
Member	2024-2027	School of Health Professions	Maiya Madhura
Member	2023-2026	School of Health Professions	Tina Melamed
Member	2024-2027	School of Medicine	Vijay Boggaram
Member	2023-2026	School of Nursing	Kevin Gosselin
Member	2024-2027	School of Nursing	Susan McBride
Member	2024-2027	Soules College of Business	Kim Nimon
Member	2023-2026	Soules College of Business	Arun Kulkarni
Member	2024-2025	Faculty Senate Representative	Jessica Escareno
Non-Voting Member	Ex-Officio	AVP for Research Administration	Lisa Bush
Non-Voting Member	Ex-Officio	AVP for Research Compliance	Anna Kurdowska
Non-Voting Member	Ex-Officio	Research Council Support Staff	Kerry Bonilla

Committee members are expected to devote sufficient time to participate in and contribute to the Committee activities. Committee members are required to adhere to the Committee Charter and assume and complete assignments as designated.

### Chair Responsibilities

The Research Council Chair is responsible for leading and facilitating the work of the Council including, but not limited to, calling meetings, preparing meeting agendas and minutes, directing Council activities, and overseeing communication with Council members and with the Senior Vice President for Research.

### By-Laws Revisions

The Research Council reviews and updates its By-Laws every three years or as needed.

## Student Achievement Committee

### Purpose

Review UT Tyler student achievement criteria, outcomes, thresholds and target goals, including the UT Tyler Key Student Completion Indicator (KPCI) and the UT Tyler Key Post-College Financial Indicator (KPCFI). Recommend appropriate updates based on UT Tyler Student Data and in consultation with campus stakeholders based on the programs offered, students populations served, and in compliance with [SACSCOC Core Requirement 8.1 Student Achievement](#).

### Membership

The SAC is Chaired by the Associate Provost of Assessment and Institutional Effectiveness. Other members include an assessment representative from each college/school and representatives from various departments. The chair may appoint other non-voting members to serve on sub-committees as necessary.

Role	Term	Position   Affiliation	Name
Chair	Ex-Officio	Associate Provost AIE	Lou Ann Berman
Member	Ex-Officio	Faculty Senate President or Designee	Josh Banta
Member	Ex-Officio	Executive Director Office of Information Analysis	Cindy Strawn
Member	Ex-Officio	Executive Director of Academic Success	Ashley Bill
Member	Ex-Officio	Director of Financial Aid	Nathan Flory
Member	Ex-Officio	Director of Strategic Planning	Jared Squires
Member	Ex-Officio	Coordinator, Graduate Student Success	Motunrayo Laniyan
Member	Ex-Officio	Director of Assessment and Accreditation	
Member	Ex-Officio	Assessment Representative, Arts and Sciences	
Member	Ex-Officio	Assessment Representative, Education and Psychology	
Member	Ex-Officio	Assessment Representative, Engineering	
Member	Ex-Officio	Assessment Representative, Health Professions	
Member	Ex-Officio	Assessment Representative, Medicine	
Member	Ex-Officio	Assessment Representative, Nursing	
Member	Ex-Officio	Assessment Representative, Business	
Member	Ex-Officio	Assessment Representative, Pharmacy	

Committee members are expected to devote sufficient time to participate in and contribute to the Committee activities. Committee members are required to adhere to the Committee Charter and assume and complete assignments as designated.

### Chair Responsibilities

The Committee Chair is responsible for leading the facilitating the work of the committee, including, but not limited to, calling meetings, setting agendas, directing activities and projects, maintaining minutes with support documentation, and seeking approval from the Provost and President on all formal committee recommendations.

### Recommendations and Reporting

The SAC will communicate updates and recommendations with campus stakeholder resulting in an annual update of the UT Tyler Student Achievement webpage. The President and Provost will determine final approval on all recommendations. External reporting will include SACSCOC and the US Department of Education

### Appointment and Term Limits

Ex-officio (non-voting and voting) terms are for the duration of service in the position. Assessment Representatives are generally the Assessment Coordinator/Analyst for the school/college.

## Student Appeals Committee

### Purpose

The Student Appeals Committee is responsible for reviewing and rendering opinions on student petitions of University-established policy concerning financial aid eligibility or practice and student records related requests, such as late withdrawals from courses and tuition refunds.

### Membership

Role	Term	Position   Affiliation	Name
Chair	2022-2025	School of Medicine	Pierre Neuenschwander
Member	2023-2026	Soules College of Business	Vivek Pandey
Member	2023-2026	College of Arts & Sciences	Kyle Gullings
Member	2023-2026	School of Nursing	Eva Blight
Member	2024-2027	School of Health Professions	Jessica Escareno
Member	2024-2027	College of Education & Psychology	Lauren Deaton
Member	2023-2026	Fisch College of Pharmacy	Rebecca Dunn
Member	2024-2027	College of Engineering	Mohammad Biswas
Member	2024-2025	SGA Student Representative	
Member	2024-2025	SGA Student Representative	
Member	2024-2027	Academic Affairs Representative	Colleen Swain
	Ex-Officio	VP Enrollment Management or designee	
	Ex-Officio	Director of Financial Aid or designee	Melanie Jones
		Director of Student Business Services or designee	Kayla Albright

Committee members are expected to devote sufficient time to participate in and contribute to the Committee activities. Committee members are required to adhere to the Committee Charter and assume and complete assignments as designated.

### Chair Responsibilities

The Committee Chair is responsible for convening the meetings and distributing the cases to committee members. The Chair works closely with the Registrar's Office representative.

### Recommendations and Reporting

This committee reports to the Provost and Chief Financial Officer.

### Appointment and Term Limits

Faculty committee members have three-year terms. This committee meets twice a month during the fall and spring terms and one time a month during the summer.

## Student Engagement Advisory Committee

### Purpose

The Student Engagement Advisory Committee is responsible for reviewing, assessing, and recommending appropriate actions that promote successful student engagement, retention, and career placement opportunities. Committee advises university administration on current engagement initiatives and will generate a yearly report. The committee will help raise awareness of current practices & strategies that help promote sense of belonging, career preparation, and the development of marketable skills.

### Membership

The Student Engagement Advisory Committee is composed of representation from students, faculty, and staff from all colleges. The Chair may engage other representatives from throughout the university as necessary to conduct committee business. The current members are listed below:

Role	Term	Position   Affiliation	Name
Member	2023-2025	College of Arts and Sciences	Michael Millett
Member	2023-2025	College of Education and Psychology	Ceselie Tobin
Member	2023-2025	College of Engineering	Eleftheria Anthi Efthymiou
Member	2023-2025	Fisch College of Pharmacy	Elizabeth Yett
Member	2023-2025	Honors College	Paul Streufert
Member	2023-2025	School of Health Professions	
Member	2023-2025	School of Medicine	Katherine Stone
Member	2023-2025	School of Nursing	Hilary Greene
Member	2023-2025	Soules College of Business	
Member	2023-2025	Muntz Library	Kristine Duncan
Member	2024-2025	SGA – Student Representative	
Member	2024-2025	SGA – Student Representative	
	Ex-Officio	Executive Director of Career Success	Rosemary Cooper
	Ex-Officio	AVP, Student Success & Dir., Student Engagement	Joshua Neaves
	Ex-Officio	Senior Vice President for Student Success	Ona Tolliver

Committee members are expected to devote sufficient time to participate in and contribute to the committee activities. Committee members are required to adhere to the committee charter and assume and complete assignments as designated.

### Chair Responsibilities

The Committee Chair is responsible for leading and facilitating the work of the committee including, but not limited to, scheduling meetings, setting agendas, inviting guest speakers when needed, developing yearly report in collaboration with ex-officio members, and drafting any recommendations to university leadership.

### Recommendations and Reporting

Committee will generate a yearly report of activities that occurred for each long semester (fall & spring) and submitted to university leadership and governance councils.

### Appointment and Term Limits

Appointments will be selected in consultation with Faculty Senate & Staff Senate Presidents and will serve a two-year term. Student representatives will serve a minimum of one year term but no more than two.

Ex-Officio will serve for the duration of service in their position.

## Undergraduate Academic Success Liaisons Committee

### Purpose

The Undergraduate Academic Success Liaisons Committee is responsible for reviewing data, policies, and procedures for undergraduate retention, graduation, and career progression. Recommendations for needed policies, procedures, and supports are also generated by this group.

### Membership

Role	Term	Position   Affiliation	Name
Chair	Ex-Officio	Associate Provost for Academic Success	Colleen Swain
Member	Ex-Officio	Associate Dean of the College of Arts & Sciences	Ken Wink
Member	Ex-Officio	Associate Dean of the Soules College of Business	Heshium Lawrence
Member	Ex-Officio	Interim Chair of Psychology and Counseling	Sarah Sass
Member	Ex-Officio	Director of the School of Education	Staci Zolkoski
Member	Ex-Officio	Associate Dean of the College of Engineering	Torey Nalbone
Member	Ex-Officio	Assistant Dean of the School of Health Professions	David Criswell
Member	Ex-Officio	Associate Dean of the School of Nursing	Jenifer Chilton
Member	Ex-Officio	Assistant Vice President & Dean of Students	Andrew Pettee
Member	Ex-Officio	Executive Director of Career Success	Rosemary Cooper
Member	Ex-Officio	VP, Enrollment Management, or designee	Andrew Barnson
Member	Ex-Officio	Exec. Dir., Undergraduate Advising and Academic Onboarding	Ashley Bill
Member	Ex-Officio	Assistant Vice President for Academic Success	Sarah Bowdin
Member	2024-2025	Faculty Senate Representative	Gina Dudley

Committee members are expected to devote sufficient time to participate in and contribute to the Committee activities. Committee members are required to adhere to the Committee Charter and assume and complete assignments as designated.

### Chair Responsibilities

The Committee Chair is responsible for convening the meetings, distributing the agenda, and maintaining documentation of the times discussed.

### Recommendations and Reporting

The Undergraduate Academic Success Liaison Committee reviews data and makes recommendations related to all aspects of undergraduate student success. These recommendations are then moved forward through the appropriate areas following divisions, following standing operating procedures and chain of command structures.

### Appointment and Term Limits

The Faculty Senate representative serves for one year. For Enrollment Management, the member is assigned on a yearly basis by the Vice President of Enrollment Management. The other committee members are standing based on their role.

## Undergraduate Council

### Purpose

To oversee the curriculum, policies, and procedures that impact undergraduate students and the faculty teaching in these programs.

### Membership

Role	Term	Affiliation	Name
Member	2022-2025	College of Arts & Sciences	Sooah Park
Member	2023-2026	College of Arts and Sciences	Colin Snider
Member	2024-2027	Soules College of Business	Mohammed Ali
Member	2023-2026	Soules College of Business	Heshium Lawrence
Member	2022-2025	College of Education & Psychology	Lauren Deaton
Member	2024-2027	College of Education & Psychology	Joanna Neel
Member	2024-2027	College of Engineering	Torey Nalbone
Member	2023-2026	College of Engineering	Yasser Mahgoub
Member	2023-2026	School of Health Professions	RJ Cowan
Member	2023-2026	School of Health Professions	Tina Melamed
Member	2023-2026	School of Nursing	Courtney Day
Member	2022-2025	School of Nursing	Autumn Ladd
Member	2024-2025	Faculty Senate Representative	Michelle Nelson
Member	Ex-Officio	Dean of Libraries or designee	Vandy Dupre
Member	Ex-Officio	Registrar or designee	Dennis Cliborn
Member	Ex-Officio	Exec. Dir. Undergraduate Advising & Acad. Onboarding	Ashley Bill
Member	Ex-Officio	Dean of Undergraduate Studies	Colleen Swain

Committee members are expected to devote sufficient time to participate in and contribute to the Committee activities. Committee members are required to adhere to the Committee Charter and assume and complete assignments as designated.

### Chair Responsibilities

The Committee Chair is responsible for convening Undergraduate Council meetings and the logistical details associated with the meetings, sending the agendas to Council representatives, and facilitating the work of the Council's subcommittees. The Chair is responsible for the minutes enabling them to be used for reporting purposes to the Faculty Senate and the University Administration (Academic Affairs and others as needed).

### Recommendations and Reporting

The Undergraduate Council proposes policies for inclusion in the catalog. Policy recommendations are then reviewed by academic administrators (e.g., deans, department chairs, and Academic Affairs.). The Undergraduate Council recommends curriculum decisions and includes their review in the Curriculum Management System. These decisions are reviewed by Administration and when needed, external approvals, prior to implementation.

### Appointment and Term Limits

Members hold three-year appointments. Colleges and schools select members for the Undergraduate Council based upon the rules of their academic unit.

## University Curriculum Committee

### Purpose

The University Curriculum Committee ensures curricular policies and processes that apply to both undergraduate and graduate programs promote rigorous, high-quality programs and align with best practices in enrollment, retention, and graduation of UT Tyler students. The University Curriculum Committee may ratify subcommittees comprised of members from the UT Tyler community to address a specific need.

### Membership

The University Curriculum Committee is composed of members elected from the voting members of the Undergraduate and Graduate Councils in the fall. Each college shall have two representatives, one representing undergraduate and one representing graduate issues.

Role	Term	Position   Affiliation	Name
Member	2024-2026	Undergraduate Council, Soules College of Business	
Member	2023-2025	Undergraduate Council, College of Arts & Sciences	Sooah Park
Member	2023-2025	Undergraduate Council, College of Education & Psychology	Lauren Deaton
Member	2024-2026	Undergraduate Council, College of Engineering	
Member	2023-2025	Undergraduate Council, School of Nursing	Autumn Ladd
Member	2024-2026	Undergraduate Council, School of Health Professions	
Member	2024-2026	Graduate Council, Soules College of Business	Mary Fischer
Member	2024-2026	Graduate Council, College of Arts & Sciences	Jon Seal
Member	2023-2026	Graduate Council, College of Education & Psychology	Annamary Consalvo
Member	2024-2026	Graduate Council, College of Engineering	Tahsin Khajah
Member	2023-2025	Graduate Council, School of Nursing	Barbara McAlister
Member	2024-2026	Graduate Council, Fisch College of Pharmacy	Jose Vega
Member	2023-2025	Graduate Council, School of Health Professions	Neil Dong
Member	2023-2025	Graduate Council, School of Medicine	David Rice
Member	2024-2025	Student Government Association Representative	
Non-Voting	Ex-Officio	Registrar	Troy White
Member	Ex-Officio	Interim Dean of Graduate School	Kouider Mokhtari
Member	Ex-Officio	Dean of Undergraduate Studies	Colleen Swain

Committee members are expected to devote sufficient time to participate in and contribute to the Committee activities. Committee members are required to adhere to the Committee Charter and assume and complete assignments as designated.

### Chair Responsibilities

The Committee Chair is responsible for convening the University Curriculum Committee. The Dean of the Graduate School or Dean of Undergraduate Studies will also work with the Chair to build the agenda for each meeting.

### Recommendations and Reporting

The University Curriculum Committee reports to the Provost.

### Appointment and Term Limits

Members serve two-year staggered terms.