REVISED CHARTER

COMMITTEE: University Education Infrastructure Committee

BACKGROUND/HISTORY: The 1997 University Strategic Plan directed the Provost to charge an appropriate group to develop a comprehensive plan to maximize the effectiveness of the University's education infrastructure. The University Education Infrastructure Committee will assume responsibility for developing this plan and for oversight of the education infrastructure. The University Education Infrastructure Committee has been chartered to provide effective coordination, oversight, and articulation of the multiple facets of the University's education infrastructure, to maximize its value and cost-effectiveness and prevent unnecessary duplication of efforts.

CLASSIFICATIONS/TERMS OF APPOINTMENT: University level standing committee. The Vice President for Academic Affairs and Provost shall review this charter biennially in May to determine continued relevance of and need for the committee, and if continued, to make necessary revisions and updates to the charter.

FORMAL CHARGES:

1. Develop and monitor implementation of a comprehensive plan for the education infrastructure that includes the resources needed to ensure that:
   
   - All students, residents, fellows and faculty, regardless of location, have access to the University's education and information resources.
   - A defined core of services is centrally supported and available to all education programs.
   - New instructional initiatives and opportunities such as distance education are developed strategically and with broad-based input.
   - Access to appropriate health education and information resources is provided for outreach programs

2. Coordinate ongoing university-wide upgrades of general classroom facilities and ensure their appropriate utilization.

3. Advise the Vice President for Academic Affairs and Provost concerning ongoing assessment, maintenance, upgrade, and capital improvement of the education infrastructure, including but not limited to education facilities, information and communication technology for teaching-learning, library and learning resources, student academic support services, and education services.

4. Advise the Associate Provost for Information Technology regarding implementation and ongoing improvements in the University's common computer
network for students, including student computing facilities and programs, application of software licensing programs, and policies for student use of network resources.

5. Advise the Associate Provost for Education regarding faculty development needs related to the education infrastructure (e.g., technology for teaching-learning, course and program development, academic support services, testing and evaluation services, outcomes assessment).

REPORTING CHANNELS/PROCEDURES: This committee shall serve in an advisory capacity and report directly to the Vice President for Academic Affairs and Provost.

MEMBERSHIP: Sixteen (16) voting members, which shall include the Associate Provost for Education who shall chair the committee, the Director of Facilities Planning, the Associate Provost for Information Technology, the Director of the Library and Learning Resources, the Executive Director of Enrollment Services, the Director of the Education Technology Laboratory, the Director of Educational Technology Services, the Library Associate Director for Microcomputing and Systems, the Associate CIO of University Computing, the SGA Vice President for Academic Affairs, and six faculty members at large representing the six colleges.

MEMBERSHIP APPOINTMENT: All members shall be appointed in writing by the Vice President for Academic Affairs and Provost. Faculty members at large shall be appointed based on recommendations from the chair of the Committee.

MEMBERSHIP TERMS: Members shall serve for the duration they hold the title/position that entitles them to membership. Faculty members at large shall be appointed for two-year terms, and may serve one successive term, before rotating off the Committee.

SUBCOMMITTEES: Subcommittees may be appointed by chair of the Committee as needed to facilitate efficient and effective conduct of the Committee's business. Each subcommittee shall be chaired by a permanent member of the full Committee. Subcommittees shall include at least two members from the full Committee, and may include non-members drawn from the University faculty and professional staff.

FREQUENCY OF MEETINGS: The Committee shall meet at least bimonthly, and more often as needed. Subcommittees shall meet as often as needed to conduct their assigned business.

NOTICE OF MEETINGS: Written notice of meetings, with an agenda and other pertinent materials, shall be distributed to committee members by the Office of the Associate Provost for Education at least one week in advance of each
scheduled meeting. Committee members shall be invited to submit agenda items.

**COMMITTEE MINUTES:** Minutes shall be prepared of each meeting and disseminated in a timely manner to all committee members and the Vice President for Academic Affairs and Provost.

**STAFF SUPPORT:** Staff support for the Committee shall be provided by the Office of the Associate Provost for Education

**AMENDMENTS TO THIS CHARTER:** Should any amendments to this charter be deemed necessary between biennial reviews, the Vice President for Academic Affairs and Provost shall instruct the Committee Information Office in the President's Office to work with the Committee's chair to develop an amendment suitable to all parties, and the amended charter shall be completed, signed, and issued with all possible haste. When the Committee itself wishes to initiate an amendment, a written request shall be submitted to the Vice President for Academic Affairs and Provost, recommending the amendment, with supporting rationale.

**THIS UNIVERSITY COMMITTEE CHARTER IS EFFECTIVE AS OF MARCH 1, 1998, AS AMENDED ON NOVEMBER 1, 2001**