

Committee on Academic Affairs, Research and Student Life Operating Guidelines

I. PURPOSE

As set forth in the *Bylaws*, the Committee on Academic Affairs, Research and Student Life (AARSL) shall consider and report or recommend to the Board on matters pertaining to, but not limited to:

- The educational policies and programs of the University, including the long-range educational development of the University;
- The faculty;
- Educational policy matters pertaining to instruction, research and continuing education;
- Current student engagement and success initiatives; and
- The research enterprise including updates on research expenditures, strategic priorities, compliance and awards, funding levels, and related research grants and endowments.

II. COMPOSITION

The Committee shall consist of not less than five (5) appointed members appointed by the Chair of the Board of Trustees in accordance with the *Bylaws*, in addition to ex-officio members. In addition, in accordance with the Board's *Standing Orders*, the Chair of the Board of Trustees is authorized to invite faculty representatives, student representatives or other constituent representatives to attend and participate in the meetings of the Committee (other than executive sessions) as non-voting members. The Executive Vice President and Provost, the Senior Vice President for Research, the Vice President of Student Affairs, the Vice President and Dean for Undergraduate Education, and the Vice Provost for Graduate Education and Dean of the Graduate School will serve as on-going resources for, and administrative liaisons to, the committee.

Other members of the University administration, faculty, staff, and student body may be invited to participate as non-voting guests as deemed appropriate by the Chair of the Committee.

III. MEETINGS

The Committee shall meet at least five (5) times each calendar year, or more frequently as needed, at the discretion of the Chair of the Committee. Meetings shall take place during regularly scheduled sessions of the Board and on an ad hoc basis as determined by the Chair of the Committee. Written reports and presentations will be provided to the Committee one week in advance of the meeting cycle to promote and encourage productive discussions and dialogue during all meetings.

Meeting updates may include, but are not limited to:

- Reports from various student government organizations and student leaders: the University Park Undergraduate Association, the World Campus Student Government Association, the Graduate and Professional Student Association, and the Council of Commonwealth Student Governments, IFC and PanHel, as well as other student organizations as may be deemed necessary by the committee

- Report from the Executive Vice President and Provost
- Report from the Senior Vice President for Research
- Report from the Vice President and Dean of Undergraduate Education
- Report from the Vice Provost for Graduate Education and Dean of the Graduate School
- Report from the Vice President of Student Affairs
- Report from the Faculty Senate
- In conjunction with the Board meetings held at a campus, a report from campus representatives
- Other reports/presentations as determined by the chair

IV. AUTHORITY/RESPONSIBILITIES

Working in conjunction with relevant liaisons, the Committee's responsibilities include:

1. A commitment to giving consideration to student success as a priority in all Board considerations and decisions.
2. Participation in future strategic directions for the research enterprise and academic and student affairs in order to ensure that research and academic programs are consistent with the university's mission and strategic plan, and that adequate resources are provided for research, academics and student services.
3. Ensuring that faculty personnel policies align with academic priorities.
4. Ensuring that the university uses assessments of educational quality and applies these assessments for ongoing improvement of academic programming, as well as metrics for measuring student success levels.
5. Supporting the university's efforts to promote student engagement inside and outside the classroom.
6. Informing AARSL Committee members and all Trustees about the Penn State student experience.
7. Ensuring that the enterprise risk oversight areas of responsibility periodically assigned to the Committee are appropriately addressed and reported out.
8. Setting yearly committee goals, and self-assessment at the end of each year, and monitoring annual goals regularly to ensure progress.

V. AARSL ACTION ITEMS

The following shall be presented to the Committee for Committee action and recommendation to the Board of Trustees.

- Establishment of Schools and Colleges
- Name changes: College, School, Department
- Mergers of Departments

VI. INFORMATIONAL ITEMS

The following matters shall be presented to the Committee on a regular basis for informational purposes only

- New curricula – undergraduate and graduate
- Major curricula changes – undergraduate and graduate
- Status of Federal Research and Agency designation change