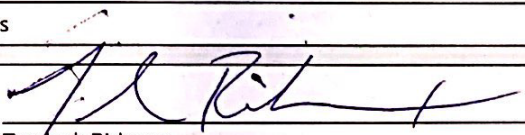


UNIVERSITY-LEVEL COMMITTEE/COUNCIL DATA SHEET

University of Louisiana at Monroe

Committee/Council Name:	AIC (Academic Innovation Center) Council		
Committee Type:	<input checked="" type="checkbox"/> Standing <input type="checkbox"/> Ad Hoc		
Reports to:	Vice President for Academic Affairs		
Term/Date formed:	2016 Spring - Innovation Center Council Fall 2018 - name changed to AIC (Academic Innovation Center) Council		
Membership (Describe in general terms who should serve on the committee/council): 12			
<i>Faculty Senate Member(s):</i>	Faculty Senate Past President - 1		
<i>Staff Senate Member(s):</i>	n/a		
<i>Faculty Members:</i>	CAES-2 CBSS-2; CHS-2; CPY-2; ULIB-2; VPAA-1 (Holder of Mayme and Tom Scott Endowed Professorship in Teaching Excellence)		
<i>Student Members:</i>	n/a		
<i>Ex Officio Members:</i>	n/a		
Officers (Describe in general terms who should serve as officers):			
<i>Chair:</i>	Appointed by Associate VPAA		
<i>Secretary</i>	Elected from council members		
Charge (Describe the charge or purpose of the committee/council):			
The Council will develop and provide programs/activities/events that will stimulate innovation and collaboration across the university in the areas of teaching, research, and service.			
Rotation Rules (List the rules that govern how committee/council membership changes with time):			
Faculty members will serve three-year appointments. Contingent upon the Chair's recommendation and the VPAA's approval, a member's years of service may be either increased or decreased by a period of time deemed appropriate or necessary. The Associate Vice President for Academic Affairs will make recommendations of new members to the VPAA, who will review and approve. The chair will serve two-year term and serve as chair liaison the third year.			
Duties of Members (Describe the duties expected of each committee member)			
<i>Chair:</i>	The chairperson will convene the committee as needed to fulfill its charge, establish an agenda for each meeting, oversee each committee meeting, form subcommittees and delegate responsibilities as needed to fulfill the committee's mission, annually evaluate committee member performance, and make recommendations for membership. The chairperson will also maintain a file that includes: a statement of the charge of the committee; the approved minutes of each committee meeting; the annual report of the committee; and documents, correspondence, data and other information that might be of continuing value to the committee. Also, the chairperson shall forward committee records to the new committee chair when a new one is appointed.		
<i>Chair Liaison</i>	Serve as a resource for Chair and participate in committee responsibilities.		
<i>Secretary</i>	Maintain minutes of committee meetings, distribute minutes to committee members, and distribute approved minutes for posting on appropriate web site.		
<i>Faculty Senate Member(s):</i>	Represent the Faculty Senate at all committee meetings, report committee actions to the Faculty Senate, and participate in committee responsibilities.		
<i>Faculty Members:</i>	Participate in committee responsibilities		
Last updated	<input checked="" type="checkbox"/>	Date: 9/11/20	Signature: 
Last reviewed	<input checked="" type="checkbox"/>	Fall 2020	Chair Tarrick Rideaux