

Antioch University

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### 3.223 University Academic Council

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Type of Policy <input checked="" type="checkbox"/> <b>University</b> <input type="checkbox"/> <i>Campus</i> <input type="checkbox"/> <i>Department/Unit</i> <input type="checkbox"/> <i>Interim</i>		<b>University Academic Council</b>  <b>Policy 3.223</b>	
<b>Business Management Policies</b>		<b>Effective date: February 18, 2009</b>	
<b>Policy History:</b>	<b>Approved by:</b>	<b>Resolution #</b>	<b>Date:</b>
	Board of Governors	11.5.08:1 By-laws	November 5, 2008
<b>Revised (Non-substantive):</b>	Office of General Counsel		May 1, 2017
<b>Revised</b>	Chancellor		April 13, 2018
<b>Responsible Office:</b>	<b>Responsible Administrator:</b>	<b>Contact information:</b>	<b>Applies to:</b>
Vice Chancellor of Academic	Vice Chancellor of Academic Affairs	603-283-2353	University Academic Council

## I. Introduction and Purpose

The University Academic Council (UAC) is the University academic governance group which serves in an advisory capacity to the Chancellor, on matters of academic quality and oversight related to academic governance and voice, degree programs, faculty personnel, and academic and student-related policies. The UAC provides oversight, advice, counsel, and proposal development, with responsibilities for the following:

- A. Participation in University strategic academic planning;
- B. Developing and updating criteria for new degree programs, and stand-alone academic certificates, as well as significant modification of current degree programs;
- C. Developing and updating criteria for discontinuation of degree programs;

- D. Reviewing and recommending proposals for new degrees, degree programs, and stand-alone academic certificates;
- E. Reviewing and approving recommendations from the Assessment Resource Team regarding academic assessment and program reviews; establishment of the comprehensive program review schedule on an annual basis.
- F. Reviewing and recommending new or revised academic and student policies, series 5.000 and 6.000 respectively; and
- G. Encouraging, nurturing, and engaging academic colleagues to help achieve a thriving, academically-integrated Antioch University.

## **II. Membership**

The UAC consists of a faculty member from each campus and non-campus program, such as the Graduate School of Leadership and Change, and Antioch Online, and all chief academic officers with the title of “Provost” and/or “Dean”. The Chancellor serves as an *ex-officio* member of the UAC. In consultation with the Chancellor, the VCAA may add other regular or temporary members appropriate to the UAC’s purposes or for assistance with special projects.

Each campus and non-campus academic unit may adopt its own process for selecting faculty representatives, who serve two-year terms. UAC faculty membership terms are staggered, to assure stability in faculty membership.

## **III. Leadership**

### **A. Chairs**

The UAC is co-chaired by the Vice Chancellor of Academic Affairs and the faculty member elected by the Faculty Caucus (the group consisting of all faculty members of the UAC). The co-chairs are responsible for setting UAC meeting agendas and schedules. The UAC co-chairs also serve as *ex-officio* members of the Academic Affairs Committee of the Board of Governors.

### **B. Executive Committee**

The UAC Executive Committee is composed of the UAC co-chairs, in addition to another faculty member selected by the Faculty Caucus and a provost or dean. The Executive Committee is responsible for developing the agendas for UAC meetings and overseeing the follow-through to completion. The Executive Committee facilitates the UAC meetings, interacts most directly with the other institutional interfaces around university-wide academic issues, and is responsible for the communication strategies into and out of the UAC related to these.

The Provosts/Deans, and the faculty representatives to the UAC also meet separately, as each group deems appropriate. The Provost/Dean group is the Council of Chief Academic Officers; the faculty group is the Faculty Caucus.

#### **IV. Decision-making Processes**

A quorum is defined as 75% of the UAC membership. The UAC makes decisions by consensus, which is defined as unanimous support for a decision, where possible. For purposes of consensus, participants may consent to a decision they disagree with, but recognize that it meets the needs of the group and therefore give permission to move forward. If consensus is not reached and the UAC is at an impasse, a vote will be taken. A super-majority (75%) of members present must agree for the recommendation to be forwarded to the Chancellor. In the event of a vote, a minority opinion may be written for submittal to the Chancellor along with the UAC's recommendation.

#### **V. Meetings**

The UAC typically meets monthly, according to a schedule set each June for the upcoming academic year.

#### **Policy Cross References**

Amended and Restated By-Laws of Antioch University Board of Governors	Policy # 2.101
Chancellor Authority and Responsibilities	Policy # 3.105
Vice Chancellor of Academic Affairs	Policy # 3.113
University Leadership Council	Policy # 3.221