

President's College-Wide Advisory Committee on Academic Planning

Charge to the committee 12.17.09

Function:

Based on a detailed review of Departmental reports, supporting evidence and community feedback the Advisory Committee makes comprehensive program recommendations to the Provost.

Reports to:

Provost and Academic Vice President

Responsibilities:

- Develop criteria by which programs will be recommended for potential enhancement, reallocation of support or reorganization.
- Ensure that these criteria fit Salem State's distinctive mission as a comprehensive teaching college/university.
- Ensure that the criteria are broad enough to address the strengths and weaknesses of programs (taking into account such things as quality, demand, uniqueness to region, resources, and inter-/cross-disciplinarity).
- Ensure that criteria are applicable across programs and are clear enough to ensure reliability and comparability among programs.
- Review guidelines for Departmental reports.
- Review and comment on Departmental reports.
- Issue a report to the Provost with recommendations for enhancement, reallocation of support or reorganization. Recommendations must contribute to an overall reduction in the academic budget.

Length of term:

Two years (2009-2010, 2010-2011)

Timeline:

- Advisory Committee appointed October 2009
- Advisory Committee develops criteria November 2009
- Advisory Committee submits criteria to All-College December 2009
- Advisory Committee reviews Departmental Reports Summer/Fall 2010
- Advisory Committee considers feedback to Departmental Reports October, 2010
- Advisory Committee prepares and issues its draft report November 2010
- Advisory Committee considers feedback to its draft report.
- Advisory Committee prepares and issues its final report December 2010

Composition:

- Twelve (12) MSCA members appointed by the Salem Chapter/MSCA Executive Committee
 - Five (5) Arts & Sciences Faculty
 - Two (2) Bertolon Faculty
 - Two (2) Human Services Faculty
 - One (1) Librarian
 - One (1) Curriculum Committee member
 - One (1) Grad Ed. Council member
- Three (3) Administrators appointed by the President.