

University of Maine System  
Board of Trustees

**Academic Affairs Committee**  
Duties and Responsibilities

Committee established: 1993

Last revised: 10/14/2009; 8/23/2010; 5/23/2011

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The Academic Affairs Committee shall have oversight of the curricular aspects of the University of Maine System (System), including the articulation of the academic mission of the System, the quality of the faculty, the quality of the academic program, and activities that support the academic mission of the System.

Committee Authority

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Bylaws – Section 3

Board of Trustee Policy Manual

Section 213 – Honorary Degrees

Section 300 – Academic Affairs

Section 600 – Human Subject Review

Section 1000 – Review of Non-Academic Programs

The primary duties and responsibilities of the Committee shall be to:

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1. Have oversight of the shaping and reviewing of policies affecting the overall curricular program.
2. Review and make recommendations to the Board on the approval, suspension or elimination of degree programs at the universities.
3. Have oversight of the academic support programs, including faculty and academic staff development.
4. Make recommendations to the Board of Trustees with respect to promotion and awarding of tenure.
5. Review of periodic reports from the campuses reflecting on philosophy, organization, conduct, and funding of their athletic programs.
6. The Committee is responsible for sending the following agenda items to the Board of Trustees for review or approval:
  - a. Creation or Elimination of an Academic Program
  - b. University Mission Statements
  - c. Awarding of Academic Degrees
  - d. Organization and Establishment of Major Units
  - e. Named Chairs and Professorships and University Professorships
  - f. Tenure
  - g. Academic Calendar
  - h. Diversity Plans

i. Honorary Degree Nominations

Membership of the Committee

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The Academic Affairs Committee shall be made up of at least three voting members of the Board of Trustees. The Chair and Vice-Chair of the Board and the Chancellor shall be ex-officio members, but the Chancellor shall have no vote. Three faculty and two student representatives to the Board may be members of the Academic Affairs Committee, but have no vote.

Meetings

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Meetings of the Committee ordinarily shall be called by the Committee Chair, but may be called by the Chair of the Board or a majority of the Committee.

Staff to the Committee

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The Academic Affairs Committee shall be staffed by the Vice Chancellor for Academic Affairs.