

## II. GOVERNANCE STRUCTURE OF THE SCHOOL OF LAW

### A. Curriculum Committee

#### 1. Purpose

a. To review suggestions and make recommendations to the full faculty concerning policy changes and/or additions in the Law School curriculum.

#### 2. Responsibilities

a. Review student requests for transfer credit petitions.  
b. Review suggestions and requests for additional courses or revisions in existing courses and to submit all recommendations to the full faculty for approval.  
c. Monitor compliance with ABA standards related to curricular offerings

#### 3. Membership

Five faculty members appointed by the Dean.

### B. Faculty Recruitment Committee

#### 1. Purpose

a. To help select highly qualified candidates for Law School teaching positions by developing a recruitment plan and actively recruiting for the position.

#### 2. Responsibilities

a. Coordinate with Human Resources to get job postings approved and to track applications received.  
b. Implement the recruitment plan to attract a robust pool of qualified applicants to the position posting.  
c. Review resumes and application materials for teaching positions.  
d. Select candidates to be interviewed.  
e. Interview candidates and select those individuals to be interviewed by full faculty.  
f. Make recommendation to the full faculty on who to hire.  
g. Follow the law school Hiring Communications Policy.

#### 3. Membership

Dean, four faculty members appointed by the Dean.

### C. Admissions and Scholarship Committee

#### 1. Purpose

a. Make major policy decisions and review applicants for admission to the Law School.

#### 2. Responsibilities

a. Review applicant files as determined by the Dean and the person in charge of Admissions.  
b. Consider data as submitted by Law School Admissions Council.  
c. Make decisions concerning admittance of Law School applicants and transfer students.  
d. Coordinate with the Dean regarding award of individual scholarships.

#### 3. Membership

Three faculty members appointed by the Dean, plus the person in charge of Admissions (non-voting).

### D. Faculty Development

#### 1. Purpose

To consider professional development projects and policies for Law School faculty.

#### 2. Responsibilities

a. Make recommendations for future professional development projects and plans to full faculty.  
b. Review and consider professional development of the entire Law School faculty.

#### 3. Membership

Three faculty members appointed by the Dean.

### E. Law Journal Committee

#### 1. Purpose

To set policies and make recommendations for Law Journal Program.

#### 2. Responsibilities

a. Advise Law Journal board members and staff as needed.  
b. Assist in selection of new Law Journal editors for each academic year.

#### 3. Membership

Three faculty members appointed by the Dean.

### F. Sabbatical Committee

#### 1. Purpose

To review applications by law faculty members for academic sabbaticals.

#### 2. Responsibilities

Recommend to the Dean in rank order applications by faculty members for academic sabbaticals

#### 3. Membership

Three faculty members who previously have received sabbaticals, appointed by the Dean.

### G. Strategic Planning Committee

#### 1. Purpose

To develop and revise a strategic plan for the law school.

#### 2. Responsibilities

a. Coordinate with faculty about goals for the institution.  
b. Make recommendations to the Dean and faculty.  
c. Discuss and evaluate IRA data analysis.

#### 3. Membership

Dean; four faculty members appointed by the Dean.

### H. LL.M. Committee

#### 1. Purpose

To support LL.M. students throughout their education.

#### 2. Responsibilities

a. Coordinate with Admissions Office to oversee review of LL.M. applications.  
b. Coordinate and oversee the LL.M. student orientation program.  
c. Advise LL.M. students as necessary.  
d. Refine as necessary policies related to the LL.M. program.

#### 3. Membership

Four faculty members appointed by the Dean.

### I. Diversity Committee

## 2 II. Governance Structure of the School of Law

### *1. Purpose*

To increase institutional diversity, equity, and inclusion.

### *2. Responsibilities*

a. Spearhead and coordinate programming and events to enhance DEI.

### *3. Membership*

Three faculty members appointed by the Dean.