

Description of committees

Academic Council

Monthly meeting. Subjects of interest within the Academic Council in recent years have included the globalization of Duke's academic programs and specifically Duke Kunshan University; strategic plans and university finances; new buildings and renovation projects; student residential life; online education initiatives; proposals for new departments and degree programs; tenure policy and procedure; the nature and finances of intercollegiate athletics; faculty diversity and salary equity; harassment prevention; and faculty grievance procedures.

Time Commitment: 10+ hours per month.

Academic Programs Committee

Meets regularly (would require two 90 minute meetings/month) The APC is an advisory body to the Provost. The charge to the APC is a broad one in terms of advising the Provost on university-wide academic issues as well as providing advice on the creation, termination, or contraction of academic units. The Committee meets jointly once a month. Members serve on one of two subcommittees which meet every three weeks. The membership of the APC is comprised of senior faculty members from schools with undergraduate bodies and the professional schools, including two from the Executive Committee of the Academic Council. Ex officio members include the Provost, the Dean of the Graduate School, the Chair of the Academic Council, and the Vice Provost for Academic Affairs, among others. Term: three years.

Advisory Committee on Investment Responsibility (2 years)

The Advisory Committee on Investment Responsibility is a university body advisory to the President with the following functions:

- Receive issues referred to it by members of the Duke community;
- Monitor trends and activities in investment responsibility that have an impact on educational institutional investors;
- Conduct research, update Duke's files on companies, and provide analyses when requested by the President;
- Make recommendations to the President on how to vote proxies when the committee believes proxies should be voted outside the standard protocol of "economic interest;" whether to sponsor shareholder resolutions; whether to correspond with the management of corporations in which the University holds an identifiable equity position; when to divest; and on any new issues, which may warrant attention.

Athletic Council

Provides oversight of the athletic budget, promotes academic standards among athletes, promotes intercollegiate athletics and wellness programming, monitor Title IX compliance, and makes recommendations for awards of financial assistance for athletics.

Time Commitment: Meets 1 or 2 times during entire academic year.

Authorship Dispute Board

Meets as needed, not often; The Authorship Dispute Board will convene to hear matters of authorship dispute that cannot be resolved at the local level by the authors themselves or in consultation with the laboratory chief, chair or head of department(s), or dean, as appropriate. The Board will be composed of one chair and three additional faculty members jointly appointed by the Provost and the Dean of the

School of Medicine and approved by the Executive Committee of the Academic Council, two ex officio members of the administration, the Vice Provost for Research, and the Vice Dean for Basic Science, one graduate or professional student appointed by the Graduate and Professional Student Council, and one postdoctoral fellow appointed by the Duke University Postdoctoral Association. If appropriate, the Board may call upon the expertise of other members of the Duke University faculty. Term: three years.

Bass Connections Advisory Council

The Bass Connections Faculty Advisory Council (FAC) includes representatives from across campus and advises program leadership on a variety of program factors including: student engagement; faculty outreach and participation; program evaluation; orientation of the themes; and governance. The FAC is designed to ensure the sustained, meaningful involvement of faculty and students. In addition to the leaders of the five themes of Bass Connections, members of the Advisory Council include faculty nominated by the Executive Committee of the Academic Council in consultation with the Vice Provost for Interdisciplinary Studies and the Provost, representatives from any professional schools that are not already represented, student representatives nominated by Duke Student Government and the Graduate & Professional Student Council, and ex-officio representatives. The Council meets three to four times per semester for one hour.

This fall, the FAC will meet on:

- Sept. 3 from 1-2
- Oct. 22 from 3-4
- Dec. 6 from 3-4

Basketball Committee

The Duke University Basketball Committee organizes and runs Duke Basketball Campout (known as Campout), which is both an event and a process held each fall for distributing season tickets to Duke Men's Basketball home games. The Committee also maintains a staff of graduate student ushers who help get as many graduate students into the games as possible. All Duke Graduate and Professional students are welcome to join the Committee, and we are always looking for new volunteers and ideas for Campout. If you are a member of the basketball committee, that may satisfy your committee requirement.

Campus Sustainability Committee

The Campus Sustainability Committee (CSC) was created in 2007 as part of the institutional structure to guide development and implementation of the Duke Climate Action Plan (CAP). After review by senior staff and the Board of Trustees, Duke officially submitted its CAP on October 15, 2009 to the American College and University Presidents Climate Commitment. The target date for carbon neutrality is 2024. The charge of the CSC moving forward will be to oversee implementation, track progress towards CAP milestones, and report back to the campus community on the CAP and other campus sustainability efforts.

Committee on Facilities and the Environment

Reviews all projects destined for consideration by the Trustee's Facilities & Environment Committee. Six faculty and six administrative appointments; co-chaired by one faculty member and one administrative member.

Community Pantry Operations Committee

Help with the endeavor of the Community Pantry, which aims to serve the graduate community by providing nonperishable goods to graduate students and their families. Time Commitment: Management of pantry every week.

Council for Art Planning/Council for the Arts:

Advise the Provost on policy and resource issues in the arts, to promote collaborative activity and programming among professional, academic, and student arts organizations at Duke and in the Durham community, to provide a forum for the exchange of information between arts organizations at Duke, to promote interdisciplinary projects in the arts, to select the recipient of the Sudler Award in the Arts, and to report annually to the Provost on the state of the arts at Duke and progress toward goals and objectives. Time Commitment: Varies.

Duke Forest Committee

This committee is responsible for planning for the future of the Duke Forest.

Duke Police Advisory Committee

Works with the Duke Police Department to improve communications to students about safety and security.

Duke Transportation Advisory Committee

The membership of this committee includes twelve Duke University faculty, employees, graduate students and undergraduate students. It replaces the committee formerly known as the Parking Task Force. This committee focuses on broader parking and transportation issues, and makes recommendations to the Executive Vice President. Its principal responsibilities are: 1) identify improvements to existing services, and needs for new services, in campus parking, transit and bicycle programs; 2) review and provide recommendations for parking policies, parking permit fees, parking violation fines, transit service levels and amenities and bicycle amenities; and 3) provide ongoing communication about transportation plans and services to the University's academic and medical community.

Duke University Alumni Board

Work with the Alumni board that represents Duke Alumni in planning activities around alumni relations for the university. Time Commitment: Varies

Duke University Union Board

Manages the DUU which provides a range of cultural, intellectual, educational, recreational, and social programming in close collaboration with staff of the University Center Activities & Events. Time Commitment: Varies

DUU partnership committee

Monitoring graduate and professional student participation in DUU events and helping to ensure equitable sharing of responsibilities. Time Commitment: Varies

Executive Committee for Graduate Faculty

Works on the creation of policy related to graduate study at the university.

Global Priorities Committee

Reviews and refines Duke's global strategy assessing university and academic programs and activities operating globally, both when they are being created and in monitoring ongoing performance. Time Commitment: Meetings once a month.

GPSC Academic Programming Committee

Work on academic related programs that may affect or contribute to the global graduate student population, including career and environment related topics. Lead by the Directors for Academic Programming. Time Commitment: As needed, event based.

GPSC Advocacy Committee

Aids the Director of Advocacy in planning and carrying out all Advocacy related events. Time Commitment: Varies, usually based on events.

GPSC Alumni Engagement Committee

Assist the GPSC Director of Academic Programming with distribution of the Alumni Engagement Fund to student groups.

GPSC Communications Committee

Helps the Director of Communications with the GPSC website, GPSC printed materials and the newsletter as well as with any other necessary advertising. Time Commitment: As needed.

GPSC Community Outreach Committee

Aids the Director of Community Outreach in planning and carrying out any and all outreach events Time Commitment: Varies, usually based on events.

GPSC Diversity Committee

In charge of GPSC's response to any issues of diversity that arise on campus. Time Commitment: Varies depending on issues presented.

GPSC Emergency Travel Fund Committee

Assist the Director of the Emergency Travel Fund with the distribution of travel awards to applicants.

GPSC Finance Committee

Deals with action items relating to finance and resource allocation both for the campus community and GPSC specifically. Reviews Student Group fund allocation details and overall GPSC budget. Time Commitment: High number of hours during student group funding allocation and budget overview.

GPSC Judicial Committee

Handles any issues that arise within GPSC regarding the judicial process or in relation to the GPSC bylaws. Works in conjunction with the Attorney General. Time Commitment: As needed.

GPSC Operations Committee

Manage the GPSC house working with groups using the house for events. Document events which occur at the GPSC house, administer surveys to groups using the house. Assist Director of Operations with any other activities regarding GA meetings or the GPSC house. Time Commitment: Varies but is usually dependent on activities being completed at GPSC House.

GPSC Student Life Committee

Assists the Directors of Student Life in planning and carrying out all GPSC social events, such as football/basketball tailgates, trivia nights, Winter Formal, etc. Time Commitment: Varies but usually event specific.

Harassment Grievance Board

Interprets the Duke harassment policy and sets guidelines for appropriate sanctions. Pool from which individuals are randomly selected to serve on five-member panels to hear specific harassment cases, adjudicate cases, decide whether a violation of the policy has occurred, and recommends actions for resolving complaints. Time Commitment: Meets 1 or 2 times per year.

Information Technology Advisory Council

Define the overall information technology architecture for the University, review project proposals to ensure that they are in keeping with the technical direction of the University, and help resolve technical issues at Duke. Time Commitment: Meet 2 times a month.

International House Liaison

Communicate with the International house staff to improve programming. Time Commitment: Meets once a month.

LDOC Committee

Help with the preparation of and follow-through of LDOC (Last Day of Classes) celebration.

Liaison to Duke Student Government Fix My Campus

Works with undergraduate representative to increase graduate and professional student involvement on Fix My Campus. Time Commitment: As needed.

Library Council

Meets regularly. Established in 1929 by action of the faculty of the University, the Library Council advises the University Librarian and the Provost on matters relating to general policy. In addition, it acts as a sounding board for proposed major changes and serves as a communication link between the library and the faculty. The Council is composed of a minimum of nine faculty members nominated by the Executive Committee of the Academic Council and appointed by the Provost. The University Librarian and members of the Library's Executive Group are also members of the Council.

President's Advisory Committee on Institutional History

The President's Advisory Committee on Institutional History is charged with advising the president, when requested, on how the Duke community might best engage with and learn from its institutional history. As questions and issues regarding Duke's history arise that would benefit from thoughtful and engaged consideration, the president will seek the counsel of the committee. The committee is encouraged to review the work of other universities who have undertaken similar efforts to engage with their histories and to consult broadly with constituencies in the Duke and Durham communities, ensuring that the committee's work is open and inclusive.

Specific charges for 2019-2020 include:

- Review the naming of Duke buildings and public places to ensure that they are consistent with Duke's principles;

- Identify individuals in Duke's history that the university should look for opportunities to honor, either through the naming of buildings or other forms of memorialization;
- Identify buildings on the Duke campus that would benefit from public displays to highlight their histories;
- Recommend ways for members of the Duke community and visitors to engage with Duke's history as they travel around campus.

President's Art's Advisory Council

Review all proposals for outdoor public sculptures on campus, both proposed gifts and potential commissions, to ensure that the university encourages the development of an exciting and stimulating visual environment that will enhance Duke's architecture and physical setting. All units contemplating the installation of public sculptures will submit their plans to this committee, and the committee's recommendations will in turn be submitted to the Committee on Facilities and Environment for ratification.

President's Council on Black Affairs

The Council helps ensure that the University pursues its goals of increasing the diversity of the faculty and student body and guaranteeing an excellent experience to students. The Council focuses on student issues for both graduate and undergraduate students. The Council also shares information about events and activities on campus that are relevant to African-American members of the community, and helps disseminate this information more broadly.

REC and PE Leadership Committee

Supports the Duke Community in the promotion of their recreation pursuits, discusses recreational affairs, encourages the growth of the recreation activities on campus to a broad and diverse audience, recommends changes in the interpretation of rules and policies governing specific recreational program, advises of needed additions/improvements to recreational facilities. Time Commitment: Varies

Sexual Misconduct Task Force

Campus wide task force focused on refining how Duke responds to sexual misconduct and assessing the current campus culture around sexual misconduct. Time Commitment: Varies

Student Health Advisory Committee

Provides feedback, support, and information regarding graduate and professional students' needs and concerns as related to both preventative and clinical health care provided by The Student Health Center. Examines benefits, premiums, and bids for student insurance plan. Actively support any suggestions, campaigns or new ideas which may result from the interaction of the committee and would benefit graduate and professional students as a whole. Time Commitment: Meet only during the Spring semester.

University Judicial Board

The responsibilities of the University Judicial Board are outlined in Appendix A of the Duke Community Standard in Practice (formerly Bulletin of Information and Regulations).

University Priorities Committee

This university committee is charged with assessing university and academic priorities, ensuring that the University's annual and long-term budgets reflect these priorities, and making recommendations to the President. This committee replaces the President's Advisory Committee on Resources and provides a

stronger venue for faculty governance, and for collaboration between faculty leaders and the senior administration.

University Schedule Committee

With representatives from across the University (faculty, administrators, and students), this Committee discusses a broad range of issues relevant to the University calendar and recommends policy changes to the Provost. It also submits a University calendar "one year out" for the Provost's approval.