**2017-18 Committee Charges**

Below are this year’s charges for each committee. Committees will meet as necessary to carry out these charges. Each committee will be assigned to a specific scheduled faculty meeting agenda to deliver a progress report on the work being done on the committees’ charges. Committee chairs will be provided with this schedule.

**Admissions and Financial Aid**

Work with the Dean and the Assistant Dean for Admissions to develop and oversee the school’s admissions and financial aid policy to ensure that the admissions process meets our goals in creating each year’s incoming class. Consult with the Assistant Dean, as requested, about particular issues and concerns. Report annually to the faculty about the school’s admissions and financial aid policies and practices, detailing outcomes, issues and concerns.

**Advisory Group on International Arrangements**

Advise the Dean on arrangements with international institutions, including universities, that have, or hope to enter into, partnerships and Memoranda of Understanding with the Law School.

**Clinical Faculty Appointments & Promotions**

Consider requests for clinical faculty promotion following a template to be provided by the Dean’s office. By April 2018, make recommendations to the executive committee and the Dean for timely promotion requests. Review, seek feedback from clinic directors, and submit for faculty vote, the revised policies and rules on clinical hiring and promotions.

**Curriculum Committee**

Consult on and consider requests from the Dean’s office for changes in the curriculum, including: course name changes, sequencing, new courses, credit changes, certificates, and concentrations.

**Experiential Learning Committee**

Guide implementation of the new conflicts policy. Gather data about the experiential choices of our students to make suggestions about resource allocations.

**Global Legal Studies**

Advise and guide the planning for the Global Legal Studies Center.

**Graduate Programs**

Oversee the Law School’s Graduate Programs, including the LLM-LI and LLM/SJD degrees. In consultation with the Dean, determine the broad guidelines for the appropriate number of admissions given the pool of qualified applicants and manage admissions to these programs. Consult with the Dean and the Associate Dean for Student and Academic Affairs about proposed
or anticipated changes to the graduate programs. Develop learning outcomes assessment plans for LLM and SJD degrees.

**Great Lakes Indigenous Law Center**

Work with the Director and the Board of Advisors to the Law School’s Great Lakes Indigenous Law Center, including Tribal Externships and the Indian Business Development Project, to guide and assist the implementation of its charter. Specifically, in consultation with the Associate Dean for External Affairs, the Committee should review and update all of the materials it disseminates to the public and to stakeholders, including updating the Center’s website.

**Hastie Program**

In consultation with the Dean, support our Hastie Fellows during their time at the law school and on the job market. Implement structured research timeline and mentoring guidelines for Hastie Fellows in light of changing conditions on the legal academic job market. In consultation with the Dean, consider whether we should select a 2018-2020 Fellow, and, if so, identify candidates, if available, with strong likelihood of success on the job market.

**ILS**

Advise and guide the planning for the Institute for Legal Studies.

**JD Grants**

Following established procedures, solicit applications from students for funding study-related activities, consider requests, consult with the Dean regarding funding, award funding accordingly, and issue a post-award report.

**Judicial Clerkships**

In consultation and cooperation with OCPD staff, promote increased participation of our students in applying for and securing judicial clerkships at the federal and state levels; reflect on and implement ways to strengthen our student applications for judicial clerkships; working in tandem with OCPD, provide guidance to students about the process; encourage greater engagement between faculty and students to ensure that our faculty are fully mobilized in assisting students seeking judicial clerkships.

**LEO Program**

Work with student representatives from APALSA, BLSA, LLSA, MELSA, and ILSA, to continue a collaborative network among the five student-led groups and to provide support to students in the LEO Program. Assist with planning LEO events, including the LEO orientation and the LEO banquet.

**Moot Court & Mock Trial Programs**

Coordinate the activities of Law School Moot Court and Mock Trial programs.
Outcomes and Assessment

As directed by the Dean, and in consultation with the faculty, continue implementing the Law School's Assessment of Student Learning Outcomes Implementation Plan to ensure compliance with ABA Standards 301, 302, 314, and 315.

Petitions

Become familiar with Law School Rules 12.02 through 12.04 and make determinations on students’ petitions requesting relief from a Law School rule based on allegations of unusual hardship. Request assistance or information as needed from the Associate Dean for Student and Academic Affairs (who will serve on the Committee ex officio) and from the Assistant Dean for Student Affairs. Additionally, consider whether current University rules/procedures are such that student appeals made under Rule 12.03(1)(b) are still properly within the jurisdiction of the Committee.

Retentions

Become familiar with Law School Rules 7.01 through 7.03, as well as 7.05, and make determinations on students’ eligibility to continue their studies at the Law School. Request assistance or information from the Assistant Dean for Student Affairs (who will serve on the Committee ex officio). Additionally, in consultation with Associate Dean for Student and Academic Affairs, consider whether any changes should be made to Law School Rules 7.01-7.03 and 7.05.

Student Awards

Generate robust nominations and select award recipients. Review and improve the process by which the Law School solicits nominations for and the Committee considers student-award recipients. Review and expand, as possible, the characteristics of eligible recipients for each award.

Student Wellness

In consultation with the Dean’s office, devise programming responsive to our students’ wellness needs.

Study Abroad and Student Foreign Exchange Program

Oversee the Law School’s study abroad and foreign exchange programs; serve as the policy and selection committee for the school’s foreign exchange programs.

Tenure and Promotions Committee

The committee’s regular business is to conduct an annual evaluation of untenured faculty members and prepare individualized written reports summarizing each one’s progress over the past year in research, teaching and service; review and evaluate the merits of candidates for promotion and tenure by compiling a tenure dossier on the candidate, and make such recommendations to the Executive Committee. A subcommittee will also oversee the annual
reviews of tenured associate professors and the five-year reviews of tenured full professors. Additionally, the Chairs Subcommittee of the Tenure and Promotions Committee will consider and recommend appointments to open chairs and review the performance of each chair holder at the end of each five-year appointment period and make a recommendation to the Dean as to whether the chair holder’s appointment should be renewed. The committee may be asked to consult regarding the university’s proposal to standardize the procedures for conducting regular reviews of tenured faculty.

**Tenure-Track/Tenured Appointments Committee**

In the event of a decision to engage in tenure-track faculty hiring, develop PVL for, conduct search, and make recommendation to faculty with regard to entry level or near-entry level tenure track hiring. Manage inquiries to the Law School with regard to hiring.

**Working Group on the Required Curriculum**

In consultation with the Associate Dean for Student and Academic Affairs and the Associate Dean for Experiential Learning and Education Innovation, determine whether changes to the required curriculum should be considered, including, but not limited to, the total number of credit hours in the first-year curriculum, the need for a legal process requirement, and the first-year two-elective option. Report any recommended changes to the APC and the Curriculum Committee.