

# **University Committee Assignments 2008-2009**

## **1. Access and Equity Committee**

Susan Lara – Chair  
Amine Fawaz  
Shuming Bai  
Yolanda Salgado  
Laura Serviere  
Derek Catsam  
Linda Isham  
Robert Vasquez  
James Olson  
Christine Hahn  
Brandon Walker Price (Undergraduate student)  
Soledad Hernandez (Undergraduate student)

**The Access and Equity Committee is responsible for identifying and responding to campus and community factors that positively or negatively affect recruitment and retention of underrepresented students, faculty, administrators, and professional staff. The committee will encourage the acknowledgement and recognition of the benefits of diversity and ensure awareness of important issues concerning the participation of women and minorities at the University. The committee will evaluate existing programs related to equal education and employment opportunities and recommend changes, where appropriate, to these programs.**

## **2. Admissions Committee**

Gae Kovalick  
Robert Perry  
Ana Martinez  
Efren Castro  
Elaine Wilmore  
Leo Martinez  
Hector Govea  
Scott Smiley - ex officio (Call the 1st meeting to elect Chair)

**This committee is to regularly review admissions procedures and students. Advise the Director of Admissions and Vice President for Student Services on admissions exceptions.**

### **3. Advisory Committee on Human Experimentation (A.C.H.E.)**

Craig Emmert - Chair  
Gary McCullough  
Scott Carson  
Diana Hinton  
Julia Korir  
Diane Post  
Douglas Powell  
Pauline Botchway (Undergraduate student)  
Charles Sponsel, M.D.  
J. Tillapaugh– ex officio

**This committee is essential in making recommendations concerning the use of human subjects in campus research, and in insuring that approved policies are followed in the use of human subjects in research. The committee is appointed for 3 year terms.**

### **4. Alcohol and Drug Prevention Committee**

Teresa Sewell - Chair  
Sgt. Robert Hammerman  
Chief Tom Hain  
Linda Isham  
Chermae Morris  
Steve Aicinena  
Suzanne Rathbun  
Terrence Anders  
Rolando Diaz  
Rob Rankin

**The charge of this committee is to investigate and prevent alcohol and drug abuse.**

## **5. Assessment Review Committee**

Roy Hurst, Chair  
Leslie Toombs  
Chad Vanderford  
Kay Ketzenberger  
Emilio Mutis  
Bill Price  
Chris Hiatt  
Jeannine Hurst  
Wayne Counts  
Linda Isham  
Hector Govea  
William Fannin - ex officio  
Denise Watts – ex officio

**This committee oversees and makes recommendations on campus assessment activities as contained in the plan submitted to the Southern Association of Colleges and Schools (SACS).**

## **6. Awards & Recognition Committee**

J. Tillapaugh- Chair  
Doug Hale  
Karen Smith  
Sophia Andres  
Jim Olson  
Leslie Toombs  
Audra Tijerina  
Erica Juarez - (Undergraduate student)  
Hector Govea- ex officio

**This committee is directly responsible for the annual honors convocation, especially arranging for the selection of faculty who are honored at this event.**

## **7. Bookstore Committee**

Chris Forrest - Chair  
Steve Aicinena  
Linda Montgomery  
David Bunnell  
Debbie Sinclair - Bookstore Manager  
Sharon Royall - Director of Purchasing

**The committee will monitor and review bookstore operations, including reviewing complaints, operation, all procedures as they affect faculty, staff, and students and make recommendations to executive staff regarding proposed changes in bookstore operations and other bookstore issues.**

## **8. Budget and Planning Committee**

Vice President for Academic Affairs	William Fannin - Chair
Faculty Senate President	James Eldridge
Human Resources Director	Linda Isham
Vice President for Student Services	Susan Lara
Vice President for Business Affairs	Chris Forrest
Director of Accounting	Alex Castillo
Interim Director of Physical Plant	Lail Grant
Academic Dean	Ed Mills
Department Chair	Roland Spickermann
Student Senate President	John Paul Garcia
Information Resources Director	Keith Yarbrough
Faculty A	Shirley Davenport
Faculty B	Amine Fawaz
Institutional Effectiveness Director	Denise Watts
Staff Advisory Council	Robert Vasquez

**This committee makes budgetary and strategic planning recommendations, both on process and substance.**

## **9. Campus Building Use & Construction Committee**

Helen Sun – Chair  
Lois Hale  
Wilma Dye  
Gae Kovalick  
Shawn Watson  
Lisa Belue  
Chris Forrest - ex officio

**This committee is mandated by the U. T. System and makes recommendations on campus building use and construction.**

## **10. Commencement & Honors Convocation Committee**

Ana Leon, Chair  
Karen Smith  
Spencer Thompson  
Chad Vanderford  
David Bunnell  
Stacy Fuqua  
Megan Lopez (Undergraduate Student)  
James Tarin (Undergraduate Student)  
Travis Woodward – ex officio      Carla Nelson – ex officio  
Cindy Luna - ex officio              Hector Govea – ex officio

**This committee is directly responsible for all arrangements associated with our graduation ceremonies.**

## **11. Compliance Committee**

Chris Forrest - Compliance Officer

W. David Watts

William Fannin

Susan Lara

James Eldridge

J. Tillapaugh

Alex Castillo

Linda Isham

Narita Holmes

Keith Yarbrough

**This committee is to develop a risk-based plan to manage institutional compliance. The committee will monitor the implementation of UTPB's risk management plan for all high-risk compliance issues, monitor UTPB's compliance with the U.T. System Action Plan to ensure institutional compliance, communicate instances of non-compliance to the Institutional Compliance Officer, follow-up on compliance findings to ensure that appropriate corrective action has been taken, and continuously assess the effectiveness of institutional compliance.**

## **12. Enrollment Management**

Susan Lara, chair

William Fannin

Beth Desilets

Scott Smiley

Ana Martinez

Jill Miller

Paul Haensly

Elaine Wilmore

Efren Castro

Gilbert Sanchez

Robert Vasquez

Lois Hale

Eddie Ortiz (Student)

Kelly Combs (Student)

**The committee will advise on enrollment management.**

### **13. Environmental Health and Safety Committee**

Lail Grant – Chair  
Jay Haney  
Jim Wright  
Emily Stoudt  
Adaline Parkinson  
John Wiley  
Josh Gebauer (Undergraduate student)

**This committee is responsible for advising and assisting the Safety Officer in assuring a safe environment for all students and University employees, and in recommending appropriate policies and procedures for a safe work practices to be implemented campus-wide. The Safety Committee also advises and assists the Safety Officer in providing environmental awareness training and in assuring University compliance with externally mandated environmental and safety regulations.**

### **14. Faculty Grievance Panel – Elected**

Sophia Andres	Jim Olson
Doug Hale	Karen Smith
Chris Stanley	Roland Spickermann
Robert Perry	Kay Ketzenberger

**The panel consists of nine members elected by the Faculty Assembly for a two-year term from which the President of the University appoints a Faculty Grievance Committee, should the need arise.**

### **15. Faculty/Instructional Development Committee**

Pam Price - Chair  
Kyle Beran  
Wilma Dye  
Prakash Pai  
Cherry Owen  
Todd Richardson  
Diana Hinton  
Bill Harlow  
Karen Smith

**The committee represents the faculty in important policy and procedural matters related to faculty development and the improvement of instruction on campus. It also makes recommendations to the Vice President for Academic Affairs on faculty development awards according to approved guidelines. The committee acts in an advising capacity for matters pertaining to the Instructional Development Center.**

**16. Handbook of Operating Procedures (H.O.P.) Committee:**

Bill Fannin, Provost and VPAA, ex-officio  
Chris Forrest, VPBA, ex-officio  
Susan Lara, VP for Student Services, ex-officio  
Zero Eldridge, Faculty Senate President, ex-officio  
Bob Vasquez, Interim Staff Advisory Council Chair, ex-officio  
John P. Garcia, Student Senate President, ex-officio  
Carla Nelson, Coordinator, ex-officio

**17. I. R. D. Committee (Computer)**

Elizabeth Diaz – Chair  
Roy Hurst  
Paul Hodges  
Doug Hale  
Robert Hollmann  
Brian Hagler  
Susan Germany  
Cody Dominguez (Undergraduate student)  
Alex Castillo - ex officio  
Keith Yarbrough - ex officio

**This committee acts in an advisory capacity for matters pertaining to the Information Resources Division**

**18. Institutional Animal Care & Use Committee**

Spencer Thompson, Chair  
Diane Post  
Doug Henderson  
James Olson  
Diana Younger  
Kerry Coombs, D.V.M.  
Adaline Parkinson - ex officio  
Glenda McDowell - ex officio  
J. Tillapaugh – ex officio

**This committee will assess the animal programs, facilities and procedures, as called for by the USDA's 1992 Standards. No research or other activities involving the use of animals may commence without the written approval of the committee.**

### **19. Institutional Biosafety Committee**

Emilio Mutis – Chair

Doug Henderson

Gae Kovalick

Christine Hahn

David Baldwin Assistant Dean of Research TTHSC-Odessa

Richard Case Midland Certified Reagent

Sally Connor Ector County Health Department

Adaline Parkinson - ex-officio

**Reviews research proposals for compliance with NIH Guidelines for Research Involving Recombinant DNA Molecules and other regulations.**

### **20. Institutional Data Committee**

Denise Watts, Chair

Cherry Owen

Hector Govea

Alex Castillo

Scott Smiley

Mary Yarbrough

Nathan Smith

**The committee will monitor and coordinate the collection, derivation, and application of institutional data, especially in relation to the institutional reporting requirements of state and federal agencies.**

### **21. Intellectual Property Committee**

Roy Hurst - Chair

Don Allen

Ilhyun Lee

Doug Henderson

Jack Ladd

Michael Robinson

Carol Ann Traut

Mark Wildermuth

William Fannin - ex officio

**This committee is mandated by The U. T. System and considers any questions relating to patents arising from faculty and student research on campus. It recommends the pursuit of patent searches and patents when appropriate.**

## **22. Internal Audit Committee**

Chris Forrest - Chair  
William Fannin  
Susan Lara  
J. Tillapaugh  
W. David Watts  
Alex Castillo  
Linda Isham  
Narita Holmes  
Miles Ragland  
Rick Carlton

**The committee is to ensure that: the activities of U. T. Permian Basin comply with the appropriate Business Procedures Memoranda, the Institute of Internal Auditors' Standards for the Professional Practice of Internal Auditing, and the Texas Internal Auditing Act; audit coverage for U. T. Permian Basin adequately encompasses all aspects of The University's operations and the coverage is not inhibited or limited by any individual or department; audit activities are responsive to The University's needs and objectives; and management is aware of internal audit activities, results of audits, and progress toward implementation of audit recommendations.**

## **23. L. R. C. Committee (Library)**

Jason Lagapa – Chair  
Scott Carson  
Paul Haensly  
Diana Hinton  
Raj Desai  
Camille Cassidy  
Paul Feit  
Emilio Mutis  
Ana Perez Gabriel  
Grisel Aranda (Graduate student)  
Lori Head (Undergraduate student)  
Charlene Shults - ex officio  
Keith Yarbrough - ex officio

**This committee serves in an advisory capacity for matters pertaining to the Learning Resources Center.**

#### **24. Lab Policy and Safety Committee**

Chris Stanley – Chair  
James Eldridge  
Don Allen                      Steve Nelson  
Raj Desai                      Lail Grant – ex-officio  
Mike Robinson              Adaline Parkinson – ex-officio

**Reviews and recommends policies to ensure the safety of students, faculty, and staff with all university labs. Conducts lab safety reviews.**

#### **25. Parking & Traffic Committee**

Richard Kieckbusch - Chair  
Kay Kolb                      Gloria Carpenter  
Haesun Lee                  Tommy Cardwell (Undergraduate student)  
Camille Cassidy          Police Chief Tom Hain, ex officio  
Susan Kimbriel

**This committee makes policy and procedural recommendations, as well as considering appeals, concerning parking and traffic on campus.**

#### **26. Post-Tenure Review Committee - Elected**

James Olson – chair  
Paul Hodges                  Doug Hale  
Karen Smith                  Patricia Sherblom (alternate)  
Kay Ketzenberger

**This committee is mandated by The U. T. System and will conduct the post tenure evaluation of faculty members. The committee will consist of members elected by the Faculty Assembly for staggered two-year terms.**

#### **27. Public Relations Committee**

Travis Woodward - Chair  
W. David Watts              Scott Smiley  
William Fannin              Nathan Smith  
Chris Forrest                  Thomas Davis  
Susan Lara                      Melanie Nicholas  
Shawna Buckley              Steve Aicinena

**The Public Relations Committee advises the President on the University's advertising, student recruitment materials, and other aspects of the institution's community and public relations.**

**28. SACS Reaffirmation Committees**  
(Southern Association of Colleges and Schools)

**Leadership Team:**

Doug Hale, Chair  
William Fannin  
Susan Lara  
Chris Forrest  
Karen Smith  
Kay Ketzenberger  
Patricia Sherblom  
Robert Vasquez (Staff Advisory President)  
James Eldridge (Faculty Senate Chair)  
John Paul Garcia (Student Government Chair)  
Adriana Andrade (undergraduate student)  
Denise Watts (SACS Liaison)

**QEP Committee:**

Kay Ketzenberger, co-chair  
Patricia Sherblom, co-chair  
Tom Parks, Education  
Scott Carson, Business  
David Bunnell, Business  
Amine Fawaz, Arts and Sciences  
Doug Spence, Arts and Sciences  
Maureen Page, Editor  
Sylvia Rede, Staff Advisory Committee  
Andrew Torres, (undergraduate student)

**Compliance Certification Team:**

Karen Smith,- Chair  
Narita Holmes  
Denise Watts  
Roy Hurst  
Bob Perry  
Sophia Andres  
Leslie Toombs  
Bobbie Williams  
Teresa Sewell  
William Fannin  
Melanie Nicholas  
Travis Woodward  
Maureen Page, Editor

## **29. Student Fee Advisory Committee**

Jeannine Hurst (faculty)  
Shawn Watson (faculty)  
Linda Isham (staff)  
Robert Vasquez (staff)

**\*\*First year of two year term (students):**

Brittany Cisneros  
Jordan Pankratz  
Charlie Griffin

**\*\*Second year of two year term (students):**

Niray Bhakta  
Robbie Vasquez  
Adriane Andrade

**\*\*Student Alternate:**

Andrew Torres  
Eddie Ortiz  
Devasean Pryor

Caron Perkins – ex officio

Lara, Susan - ex officio

**This committee is mandated by state law and recommends to the President annual expenditures from student fees. The designated student **\*\*will call the first meeting to order, in which a Chair (student) will be elected. Students will be appointed by the Student Senate later in the year.****

## **30. Student Union Advisory Board (S. U. A. B.)**

Becky Gardner	(Student)
Jenna Rovira	(Student)
Wilma Rodriguez	(Student)
Jonathan Kyle Webb	(Student)
Marianne Woods	Faculty Member (Nominated by Faculty Senate)
Kyle Beran	Faculty Member (Nominated by Faculty Senate)
Karen Martinez	(Staff Advisory)
	UTPB Alumnus
<hr/> Rolando Diaz	(Non-Voting Advisor)

**The Student Union Advisory Board is committed to the operation of the Student Union for the specific purpose of enhancing the experience for the diverse population of students. The Student Union Advisory Board will invest in the well-being of the UTPB students and prepare them to be socially responsible leaders and productive individuals.**

### **31. Teacher Education Council**

Ed Mills – Chair  
Rebecca Babcock  
Ruth Ann McQuitty  
Scott Carson  
Roy Hurst  
Rachel Juarez-Torres  
Ana Leon  
Judith Wilson  
Dan Keast  
Pam Price  
Patricia Sherblom  
Karen Smith  
Doug Spence  
Roland Spickermann  
Spencer Thompson  
Juli Ratheal  
William Fannin - ex officio

**The Council addresses the need for institutional oversight for education certification programs, the need to coordinate educator certification programs with other programs, and the need to coordinate discipline requirements with ExCET/TEXES domains for those students seeking certification.**

### **32. Traditions Committee**

J. Tillapaugh- Chair  
Barbara Scofield  
Amine Fawaz  
Diana Hinton  
Emilio Mutis  
Diana Younger  
Tom Parks  
Joanna Hadjicostandi  
Jeff Berry

**The Traditions Committee recommends to the President ways to recognize outstanding elements of the University historical past such to build and enhance the traditions of the University. Recognition of the achievements of students and alumni are of special interest. Community leaders that have supported the University, outstanding faculty and staff, and other members of the greater university community would also be recognized.**

**33. Tuition Advisory Committee.**

Susan Lara – Chair	Vice President for Student Services
James Eldridge	Faculty Senate Rep. (1 <sup>st</sup> of 2 positions)
Robert Perry	Faculty Senate Rep. (2 <sup>nd</sup> of 2 positions)
Chris Forrest	Vice President Business Affairs
Linda Isham	Human Resources Director
Karen Martinez	Staff Advisory Committee Representative
John Paul Garcia, Senate Gov. Pres.	Student Senate Representatives
Bhavisha Bhakta	(Student)
Bertha Olivarez	(Student)
Andrew Torres	(Student)
Romelia Elguezabel	(Student)
_____	(Student)
Karen Martinez, Staff Adv. Council	Staff Advisory Council Representatives (1 <sup>st</sup> of 2 positions)
_____	<i>Second Position To Be Announced</i>
_____	Community Representatives (1 <sup>st</sup> of 2 positions)
_____	<i>Second Position To Be Announced</i>

**A proposed tuition plan will be presented to the Committee for review. The Committee will provide its advice on possible changes in the schedules of tuition and fees for the campus to the President of the University.**

**34. University Athletics Committee**

*To be named , Chair*

Spencer Thompson  
Don Allen  
Paul Hodges  
Carol Traut  
Douglas Powell  
Rachel Torres  
Linda Autry  
Derek Catsum  
Richard Kiekbusch  
Robert Perry  
Lanita Akins  
Steve Aicinena - ex officio

\_\_\_\_\_ Student Senate Representative  
\_\_\_\_\_ UTPB Booster Club Representative  
\_\_\_\_\_ Student Athletic Club Advisory Council Representative

**The University Athletics Committee will evaluate the activities of the Athletic Department on a semester-by-semester basis and make recommendations for its effective operation.**

### **35. Web Oversight Committee**

*To be named , Chair*

Public Information Officer	Melanie Nicholas
Media and Special Programs Rep.	Travis Woodward
Admissions Director	Scott Smiley
Accounting Director	Alex Castillo
Faculty Senate Representative	James Eldridge
Staff Advisory Council Representative	Robert Vasquez
REACH Director	Oneita Burgess
IRD Director	Keith Yarbrough
Student Services Information Specialist	Nathan Smith
Webmaster	Thomas Davis
School of Business Representative	_____
School of Education Representative	Karen Smith
CAS Representative	Mike Robinson
(others)	

**The charge of the Web Oversight Committee is to make recommendations to the President regarding the official University website policy as needed. This committee will address questions or problems pertaining to website, management or policy.**

**\*\*To contact students on the respective committees, the Committee Chairs will be mailed the e-mail addresses for student representatives on the committees.**