

New Jersey City University Board of Trustees
Academic Affairs and Student Success Committee Charter

I. Purpose

The Academic Affairs and Student Success Committee (the "Committee") is established by the Board of Trustees (the "Board") of New Jersey City University (the "University") to provide oversight and guidance on matters related to academic programs, faculty affairs, and student success. The Committee ensures that the University's academic and student support initiatives align with its mission and strategic goals.

II. Authority

The Committee is authorized to:

1. Review and recommend policies related to academic programs, faculty development, and student success.
2. Monitor the quality and effectiveness of the University's academic offerings and student support services.
3. Make recommendations to the Board on matters within its purview.

III. Membership

1. **Composition:** The Committee shall consist of at least three (3) members of the Board of Trustees. The Committee shall also have staff and campus appointments as recommended by the University President. The Provost, Vice President for Institutional Effectiveness, and the Vice President for Student Development and Community Engagement shall be standing members of the committee.
2. **Appointment:** Members of the Committee and the Committee Chair shall be appointed annually by the Chair of the Board of Trustees.
3. **Qualifications:** Members should have knowledge and expertise in areas such as academic administration, higher education, and student affairs.
4. **Term:** Members shall serve one-year terms and may be reappointed.

IV. Meetings

1. **Frequency:** The Committee shall meet at least quarterly, or more frequently as circumstances require.
2. **Quorum:** A majority of the Committee members shall constitute a quorum for the transaction of business.
3. **Minutes:** Minutes of each meeting shall be prepared and distributed by the Board Secretary to Committee members and the Board of Trustees.

V. Responsibilities

1. **Academic Program Oversight:**
 - a. Review and recommend new academic programs, modifications, and terminations.
 - b. Monitor the quality and effectiveness of existing academic programs.

- c. Ensure that academic programs align with the University's mission and strategic goals.
2. Student Success:
 - a. Review and recommend policies and initiatives aimed at improving student retention, graduation rates, and overall success.
 - b. Monitor the effectiveness of student support services, including advising, tutoring, career services, and mental health resources.
 - c. Ensure equitable access to educational opportunities and support services for all students.
3. Assessment and Accreditation:
 - a. Oversee the University's efforts in institutional assessment and accreditation.
 - b. Ensure compliance with accreditation standards and promote continuous improvement in academic quality and student outcomes.
4. Justice, Equity, Diversity, Inclusion, and Belonging:
 - a. Promote initiatives that enhance diversity, equity, and inclusion within academic and student affairs.
 - b. Monitor the implementation and effectiveness of equity-related policies and programs.

VI. Reporting

1. Board Updates: The Committee Chair shall regularly report to the Board of Trustees on the Committee's activities, decisions, and recommendations.
2. Annual Review: The Committee shall conduct an annual review of its performance and effectiveness, including compliance with this Charter, and report its findings to the Board.

VII. Amendments

This Charter may be amended by a majority vote of the Board of Trustees upon recommendation by the Committee.

VIII. Adoption

This Charter shall be adopted by the Board of Trustees and shall be effective upon approval.