

INI Curriculum Committee Charter

November 16, 2016

Purpose: The INI Curriculum Committee provides review of INI curriculum proposals and facilitates cooperation between partners of the INI. It formally reviews all curriculum proposals from the INI before they are sent to the CIT CRC and CIT College Council.

Composition: The committee consists of:

One appointed member from each of the Department of Computer Science, the Department of Electrical and Computer Engineering, the Department of Engineering and Public Policy, the Heinz College, and the Tepper School of Business. Appointments shall be made by the corresponding Dean or Department Head.

The Director of the INI, the INI Associate Director(s), the INI Director of Academic Affairs, INI Kobe program advisor, INI CRC representative, and the associate department head of the Department of Electrical and Computer Engineering are ex-officio members. Ex-officio members of the INI Curriculum Committee have voting rights.

Procedures: For purposes of proper documentation of decisions, each meeting will have an agenda, minutes will be taken, and meetings will follow Robert's Rules of Order.

The Director of the INI serves as the chair of the INI Curriculum Committee. When absent, the INI Director of Academic Affairs or an INI Associate Director will serve as chair pro tempore.

Since the goal of the committee is to gain the advice, and buy-in of all of the partnering organizations, appointed members are expected to coordinate with their respective department, college or school and represent their opinions. Appointed members may veto a curriculum proposal if it adds enrollment to their organization in a way the organization cannot support. Additionally, proposals must be passed by a majority of both all members and appointed members who vote on that proposal.