

University Committee Charge

Review the University Committee Policy

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Submit form to the President via Cabinet



THOMAS MORE
UNIVERSITY

University Committee Information	
University Committee Name	Administrative Council
Date	September 8, 2021; Committee composition updates November 2023
<input checked="" type="checkbox"/> Standing University Committee <input type="checkbox"/> <i>Ad Hoc</i> University Committee. Indicate completion date:	
Who will oversee the committee? It should be the President or Vice President.	Vice President for Strategy and Impact and Chief of Staff
Committee Charge	
<p>The administrative council serves in an advisory capacity to the President’s Cabinet, provides a forum for the exchange of information, and coordinates strategic efforts. The goals of the administrative council are to:</p> <ul style="list-style-type: none"> ○ Improve communication across the university ○ Strengthen the mission of Thomas More by improving our commitment to student service and student success ○ Contribute to a culture of continuous improvement to achieve organizational performance ○ Contribute to a culture of collegiality and cooperation with all constituencies on campus ○ Support university staff members in promoting general welfare, professional development, and employee engagement ○ Educate and seek understanding of issues and opportunities facing Thomas More and its staff ○ Align department objectives to the university strategic plan and other strategic initiatives ○ Provide input on matters of non-academic policies, procedures, and program development 	
Committee Composition	
Committee Chair	To be nominated by staff and selected by Vice President for Strategy and Impact and Chief of Staff
Additional Committee Members:	20 staff representatives from all divisions of the University. Annually in June, nominations are open to all staff with final selection by the current Administrative Council leadership team and Vice President for Strategy and Impact and Chief of Staff.

Completed University Committee Charge will remain on file in the President’s Office and University Archives. It will also be included as an appendix to the University Committee Policy.