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*First version drafted by the Bylaws Committee in Fall 2022; Faculty discussion, input, and edits in Fall 2022 & Spring 2023; Pre-Final version drafted by Chair in August 2023; Approved by Dr. Steven Tauber, Vice Provost, August 17, 2023*

*Presented to ChBME faculty at meeting on August 18, 2023 for review and edit suggestions.; Voted by ChBME faculty (9: yay, 0: abstain, 0: nay) to accept the document during faculty meeting on August 18, 2023.*

*Appended to the ChBME governance document and sent to the Provost's office for their records on August 18, 2023.*







Strong (4)

### III. SERVICE

Outstanding (5)

Strong (4)

Satisfactory (3)

Unacceptable (1)

## 2. ADMINISTRATION

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### *2.1.1.1 INTERNAL SEARCH*







### 3. FACULTY MEETINGS

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*ex officio members:*

Faculty Awards Committee

*The mission of this committee is to identify awards for which our faculty could be eligible, to solicit input from faculty on potential award nominations, and to work with faculty to put together nomination packages and oversee the nomination of faculty for awards. A primary source of input to this committee is the yearly annual report from each faculty member which in general shall contain a section regarding which awards each faculty member feels they would be eligible for in the coming year.*

*ex officio members:*

Graduate Recruiting and Admissions Committee

*The mission of this committee is to oversee activities related to graduate student recruiting and admissions for the department.*

*ex officio members:*

*the way he department accomplishes its graduate education mission. Therefore, it is anticipated that the commit0009(t)4(ee)5)-143(wil)-(d)-5)-143(wo)8(rk)-4()-143(t)4(o)7()-143(d)JET@.00000912 0 62 792 reWB*

### Seminar Series Committee

*The mission of the seminar series committee is to work with the Department Chair and faculty to program a dynamic seminar series that brings in seminar speakers that reflect the range of diverse fields representative of modern chemical engineering.*

### Student Awards

*The mission of this committee is to oversee recurring student awards for which the department must select or nominate students, identify and advertise awards for which our undergraduate and graduate students are eligible, solicit input from faculty and students on potential award nominations, and work with faculty and students to put together student nomination packages and oversee their nomination for awards.*

*ex officio members:*

### Undergraduate Studies Committee

*The mission of this committee is to monitor and review all activities associated with the undergraduate education activities of the department and to act as the primary faculty body that proposes changes in the way the department accomplishes its undergraduate education mission. Therefore, it is anticipated that the committee will work to develop proposals for changes to existing policies and procedures, new activities, new courses, curriculum revisions and changes, and other matters related to undergraduate education within the department so that the full faculty can vote on such issues.*

*ex officio members:*

*ex-officio members*

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