

Neuroscience & Cognitive Science (NSCS Program Executive Committee Policy

The Executive Committee (EC) is charged with the administration of the Neuroscience & Cognitive Science (NSCS) Undergraduate Program. The EC comprises at least 5 members of the NSCS program, including the Head of the Department of Neuroscience, the Director of the Cognitive Science Program, one Cognitive Science faculty member, one Neuroscience faculty member, and the NSCS Program Coordinator. The faculty members are appointed by the two respective unit leaders.

Governance

The Executive Committee is expected to meet at least four times each year and be co-chaired by the Department Head of Neuroscience and Director of the Cognitive Science Program.

Functions

- Develops and implements policies and procedures for the operation of the NSCS program.
- Acts on recommendations of the Curriculum Committees regarding courses of the NSCS major
- Plans future developments in the NSCS program including:
 - Review of the current curriculum and potentially new courses.
 - Oversees curriculum committees.
 - Works to foster collaborative learning with other departments – cross listed courses/lab opportunities.
 - Promotes representation in curriculum design, faculty recruitment, and student support initiatives, including addressing disparities in access and success for underrepresented groups in neuroscience and cognitive science.
 - Works to develop and promote interdisciplinary training opportunities, encouraging students to engage in collaborative projects across departments, such as speech, language hearing sciences, public health, and education.
- Reviews annual assessment of NSCS learning outcomes and the NSCS program and adjusts as needed.
- Reviews current issues of the NSCS program including academic advising, program coordination, student recruitment & retention, factors driving student success, marketing of program, fund raising.
- Oversees Ambassador program and Peer Advising Program.
- Ensures that regular reviews of the NSCS Program, consistent with requirements of the Arizona Board of Regents, are carried out (APR); a SWOT analysis of the NSCS program should be carried out regularly;
- Decides on allocations of funds for NSCS events and recruitment events.

Annual Meetings of NSCS Joint Teaching Faculty

- The Executive Committee is charged with calling for a general meeting of NSCS joint teaching faculty at least once per year, typically early spring (February). Additional meetings may be held by the EC as needs arise.
- The annual meeting of the joint teaching faculty shall include a report from the Executive Committee regarding the state of the NSCS program, which has been approved by its members