

Kennesaw State University Approval Form for Department/School Bylaws

A copy of this form, completed, must be attached to the department bylaws.

I confirm that the attached bylaws, dated 02 / 15 / 2023, were approved by the faculty of the Department/School of Information Technology in accordance with department policies and procedures:

Name (printed or typed) / Title (DFC chair, etc.) Signature/ Date

Department Chair Approval - I approve the attached bylaws:

_____ Slaws: a3F 12ov10 T

Information Technology Department (IT) Kennesaw State University BYLAWS

Last updated on 2/15/2023

Prior updates: 3/31/2015, 9/18/2015

PREAMBLE

The Department of Information Technology is a unit of the College of Computing and Software Engineering at Kennesaw State University.

The department's mission is to provide undergraduate and graduate instruction, undertake research in computing and information technology, and serve the community and the profession. The department is dedicated to excellence and leadership in IT education, research, and practice.

These bylaws provide principles and guidelines for governance and operation of the Department of Information Technology. These bylaws were first adopted by the

c) The Assistant/Associate Chair

b) Curriculum Committee

Purposes: The curriculum committee shall periodically review the departmental curriculum and make recommendations about modifications of the curriculum, also provides oversight for Special Topics and Advanced Topics courses.

Duties: The curriculum committee shall oversee all curriculum development and changes. It is the first step in seeking approval for new courses, programs, program changes, changes in prerequisites, catalog descriptions, and so on. The chair is responsible for monitoring paperwork progress to College and University Curriculum committees; Chair (or designee) represents the department at the College and/or University Curriculum Committee meetings to present proposals.

Membership: The curriculum committee commitw (The6P 695.ID 18 BDC EMC /P A/CID 19 BDC EM LLLA0 Tc 17.996 0 Td(Duties:)Tj0 Tw (The)Tj-0.06 Tw 59.272 0 Td(curri2P

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- b) Criteria for summer assignments should be defined and communicated to faculty. Examples are, but not limited to, course demand and the permanent schedule, faculty specialization, budget conditions, possession of the terminal degree.
- c) Initial preference is given to the Associate/Assistant Chair, Program Coordinator(s), and other full-time faculty.

ART

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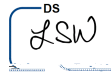
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lsimps25@kennesaw.edu

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Interim Dean

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Ivan Pulinkala



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ipulinka@kennesaw.edu

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Provost/SVPAA

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Kennesaw State University

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If you decide to receive notices and disclosures from us electronically, you may at any time change your mind and tell us that thereafter you want to receive required notices and disclosures only in paper format. How you must inform us of your decision to receive future notices and disclosure in paper format and withdraw your consent to receive notices and disclosures electronically is described below.

Consequences of changing your mind

If you elect to receive required notices and disclosures only in paper format, it will slow the speed at which we can complete certain steps in transactions with you and delivering services to you because we will need first to send the required notices or disclosures to you in paper format, and then wait until we receive back from you your acknowledgment of your receipt of such paper notices or disclosures. Further, you will no longer be able to use the DocuSign system to receive required notices and consents electronically from us or to sign electronically documents from us.

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i. decline to sign a document from within your signing session, and on the subsequent page, select the check-box indicating you wish to withdraw your consent, or you may;