

# Faculty Senate Standing Committees Charges

*(Updated February 3, 2021)*

## Executive Committee

The Faculty Senate Executive Committee consists of the Chairs of all Senate Standing Committees listed above, the Secretary of the Senate, and is headed by the Chair of the Faculty Senate. The Executive Committee is responsible for day-to-day operations of the Senate.

## Academic Policies Committee

**Charge:** This Committee of the Senate shall concern itself with the applicability, appropriateness and reasonableness of academic policies that are University-wide in their scope and have implications for the standards and procedures of the various schools and colleges. Senate reviews of new or existing programs shall take into account the purpose and nature of the particular college or school as well as the goals of the University. It is recognized that while it is desirable for some academic policies to be University-wide, it is not the function of the Senate to enforce uniformity. Within these guidelines this Committee's responsibility shall include, but not be limited to:

- A. Existing degree programs;
- B. Standards and policies concerning admissions, retention and suspension, graduation requirements, examinations and grading system, student academic records, and University courses;
- C. The academic calendar;
- D. Studying the need for new schools, colleges, centers, institutes, and degree programs; and
- E. Coordinating inter-college matters of an academic nature.

## Budget & Resources Committee

**Composition:** The Committee shall be composed of five Senators.

**Charge:** The responsibilities of the Committee are:

- A. To keep the Faculty Senate and the faculty at large fully informed of all budget issues and resource allocation decisions;
- B. To provide the University's Board of Visitors, as well as its President, Provost, Deans, and Institute Directors, a faculty perspective on all budgetary issues and resource allocation decisions; and
- C. To study and review the University's facilities and support services, including the Library, and to provide the Senate recommendations for improving the existing operations.

The functions of the Committee shall include:

- A. Representing the interests of the faculty in the budgetary process and educating the faculty about University policies and procedures for developing budgets and making resource allocation decisions;
- B. Collecting, analyzing, and distributing data to enhance the transparency of all of the University's sources of funds and the allocation of said funds to achieve its Mission;
- C. Monitoring the physical facilities and auxiliary services, such as the bookstore and other concessions at the University, to assess how they can better serve the academic enterprise; and
- D. Advising the Senate on matters pertaining to the on-going improvement, development, and operation of the Library so that it can better serve the academic enterprise.

## Faculty Matters Committee

**Charge:** The Committee shall be responsible for studying and for participating—as appropriate—in the formulation and interpretation of University-wide standards and policies on faculty matters, including but not limited to the following:

- A. Initial appointments, rank, renewals, tenure and promotion;
- B. Salaries;
- C. Sabbaticals, leaves, and vacations;
- D. Fringe benefits, including but not limited to financial support for study and/or research by any faculty members;
- E. Teaching loads and other matters of scheduling that impinge on scholarly activities exclusive of teaching;
- F. Evaluation of faculty performance;
- G. Health and safety;
- H. Liability and other insurance;
- I. Academic freedom;
- J. Civil rights;
- K. Matters concerning the operating budget of the University.

## Nominations Committee

**Charge:** This Committee shall provide, unless otherwise specified, a slate of at least as many nominees as the number of positions to be filled for each election conducted by the Senate. Members of the Nominations Committee, however, may not be named on slates prepared by the Committee.

Among such elections are:

- A. Election of a Secretary;
- B. Election of all standing committees except the Nominations Committee;
- C. Election of new ad hoc or standing committees; and
- D. Filling of vacancies on all committees except the Nominations Committee.

## Organizations and Operations Committee

*(Revised by the Faculty Senate – February 3, 2021)*

### **Organizations and Operations Committee Charge:**

This Committee shall be responsible for expediting Senate business and furthering the service of the Senate to the University. Its functions shall include but not be limited to:

- A. Recommending the establishment, terms, and charges of new committees or other modifications of committee structure;
- B. Making recommendations concerning any operating rules of the Senate that may be necessary;
- C. Annually reviewing the bylaws so that it can recommend appropriate changes as needed; receiving proposed amendments to the bylaws and, after consideration, making recommendations to the Faculty Senate concerning such proposed amendments.

D. Establishing in accordance with the provisions of the Charter the number of Senators to which each participating College of the University is entitled.

E. All business to come before the Senate should be first submitted to this committee which shall refer items requiring study and action to the appropriate standing committee or appropriate collegial faculty.

F. Committee shall report its referrals to the next regular meeting of the Senate. This does not prohibit the introduction of items of new business from the floor.

**Committee Membership:**

Committee membership shall consist of 5 members elected by the Senate. The chair of this committee will serve on the Faculty Senate Executive Committee.

**Meetings:**

Meeting frequency will be dependent upon business before the Senate.

**Revised 2/3/2021**