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**FACULTY SENATE**

**SOUTHEAST MISSOURI STATE UNIVERSITY**

**FACULTY SENATE BILL 20-A-3**

Approved by the Faculty Senate  
October 14, 2020

**BRIEF SUMMARY:** This bill specifies the policy portion of the existing *Faculty Handbook* section on *University Standing Committees and Councils* (Chapter 1, Section G5).

**REVISING “UNIVERSITY STANDING COMMITTEES AND COUNCILS” TO  
ESTABLISH A POLICY SECTION**

BE IT RESOLVED THAT, subject to the passage and approval of both this bill and its companion bill establishing a corresponding “procedures” section, Chapter 1, Section G5 of the *Faculty Handbook* be amended by replacing the existing content with the following “policy” section (with the companion “procedures” to follow it in the *Handbook*):

1 **5. University Standing Committees and Councils:**

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3 **Policy Section** *Faculty Senate Bill 20-A-3 begins here.*

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5 A University Standing Committee or Council is a representative body formed and charged by the  
6 University President and must report to the President of the University and/or an individual  
7 designated by the University President.

8 The composition of the University Standing Committees and Councils generally can be divided  
9 into two categories of membership based on university affiliation and ability to vote on matters  
10 before that particular committee or council. Voting members must be full-time university  
11 employees and, as the title implies, have voting privileges. All University Standing Committee  
12 and Council members are voting members unless otherwise stated in the description of the  
13 specific committee or council. Advisory members are essential in contributing information and  
14 insight to the committee or council process. Individuals serving in an advisory capacity are not  
15 required to be full-time university employees and do not have voting privileges.

16 Three-year terms should be established for faculty members on University Standing Committees  
17 and Councils if appropriate and congruent with the charge of the committee or council.

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The size and composition of committees and councils vary according to purpose and representation. When a committee charge has a direct impact on academic policies and procedures, the majority of that committee's composition should be faculty members. Faculty representation should be among different colleges and Kent Library, except in cases where particular expertise is required. All committee and council chairpersons file at least one report annually to the responsible administrator if appropriate.

*Approved by Faculty Senate 10/14/20, Review by President 10/26/20, Approved by Board of Regents N/A*

<b>Action</b>	<b>Date</b>
Introduced to Senate	2/6/20
Second Senate Meeting	2/20/20
Faculty Senate Vote	10/14/20
President's Review	10/26/20
Board of Regents Approval	N/A
Posted to Faculty Handbook	11/23/20