

FACULTY SENATE

SOUTHEAST MISSOURI STATE UNIVERSITY

FACULTY SENATE BILL 25-A-4

Approved by the Faculty Senate
XXXXXXX

BRIEF SUMMARY: This bill specifies the procedure portion for the Membership on University Standing Committees of the existing *Faculty Handbook* section on *University Standing Committees and Councils*.

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

BE IT RESOLVED THAT: subject to the passage and approval of this bill University Standing Committees and Councils, Membership on University Standing Committees, Chapter 1 of the *Faculty Handbook* will be replaced

1 **University Standing Committees and Councils: Procedure Section**

2 The University President’s Office will publish the list of all current University Standing
3 Committees and Councils on its website ([https://semo.edu/about/president/university-](https://semo.edu/about/president/university-info/committees.html)
4 [info/committees.html](https://semo.edu/about/president/university-info/committees.html)), (~~<http://www.semo.edu/president/committees-and-councils.html>~~),
5 including charge, current members and chair of each committee and council. If there are any
6 changes to the charge, membership, or reporting relationship of any University Standing
7 Committees or Councils, the University President or their designee will notify the Chair of
8 Faculty Senate in a timely manner.

9 **Membership on University Standing Committees**

10 The University President should determine the number of faculty, administrative, and student
11 members who should serve on University Standing Committees and Councils. Should a party
12 feel that there is insufficient faculty representation on a committee, or that a particular college or
13 Kent Library does not have sufficient representation, they should petition the Faculty Senate
14 Executive Committee to intercede on their behalf with the University President or their designee
15 to improve representation. Should that fail, the party should bring a resolution to the Faculty
16 Senate setting forth what they believe to be sufficient representation.

17 The Faculty Senate Membership Committee **will contact faculty from their corresponding**
18 **colleges and Kent Library to request faculty nominees to serve on University Standing**

19 Committees. Interested faculty will then be asked to apply for consideration by submitting a
20 statement detailing their relevant experience and interest in serving. The Senate Membership
21 Committee will review the statements to determine the faculty best suited to serve in each role,
22 then nominate at minimum two faculty members for each vacancy on each committee. The
23 nominations will then be presented to the University President or their designee who will select
24 faculty to serve as appropriate on the various committees and councils. ~~will nominate at~~
25 ~~minimum two faculty members for each vacancy on University Standing Committees to the~~
26 ~~University President or their designee who will select one to serve.~~

27 Faculty members should normally not serve on more than one University Standing Committee at
28 a time. However, a faculty member may be appointed to a second University Standing
29 Committee if the faculty member has special expertise necessary for effective committee
30 functioning. These restrictions may be waived for library faculty because of the small size of that
31 unit; however, every effort should be made to distribute committee assignments as widely as
32 possible in order to hold multiple memberships to a minimum. Faculty Senators may be
33 appointed to only one University Standing Committee while serving on the Faculty Senate. **This**
34 **limitation does not apply to appointments to (1) the Commencement Committee, (2) committees**
35 **on which the Senator serves as an ex officio member, or (3) temporary or ad hoc**
36 **committee assignments.**

Action	Date
Introduced to Senate	2/5/2025
Second Senate Meeting	2/19/2025
Faculty Senate Vote	
President's Review	
15 Day Review	
Posted to Faculty Handbook	