

DJ Note: These two pages of general policy on councils is a new section drawing from sections on individual councils; have not adjust 'rule numbering'

STRUCTURE OF COUNCILS OF THE UNIVERSITY SENATE

XXX. Types of Councils of the University Senate

- (1) Senate Council that reports to and advises the Senate, and may in certain circumstances act for the Senate (see SR zzzz)
- (2) Councils that report to and advise the Senate Council and Senate

XXX Membership, Terms and Vacancies of the Councils of the University Senate

Voting members. The voting members of the Councils of the Senate include persons elected by constituencies, or holding specific titles, or appointed by either a council or chair of a council, as specified for the respective council.

[DJ Note ... the memberships are so heterogenous it is difficult to develop the above encompassing statement of policy without it being a mouthful. However, to parallel the rules organization going on over in the section on committees, I've this placeholder policy articulation here]

Terms. Unless specified otherwise, elected members to the councils serve three-year terms, arranged in staggered elections.

[DJ Note: The SC, GC and UC are three year terms, but right now HCCC is actually two years.]

Filling Vacancies. Upon resignation of any elected faculty representative in the Senate Council or when such a member is no longer eligible to be a Senator ((i.e., resignation, leave of absence, assumption of administrative title, loss of status as a faculty employee), a vacancy shall be declared by the chair of the council. The vacancy shall be filled by the **elected alternate** (DJ: alternate wording is from HCCC) or the eligible candidate who at the most recent election ranked the highest without being elected and who is eligible and willing to serve. If the electoral unit in which the vacancy occurs elects a council member annually, this method shall be used to fill all vacancies from that unit, with the immediately preceding election being used as the source of nominees. If the electoral unit does not elect a member annually, a vacancy following the first year of a term (or in the first year if the alternate or list of nominees is exhausted) shall be filled by ... **which method below?**

(UC, GC): the council chair appointing an eligible member of the unit's faculty

(HCCC): has no policy for an exhausted list of replacements

(SC) the vacancy shall be filled with an eligible and willing elected Faculty Senator nominated by the Senate Council Chair and approved by the majority of the voting faculty representatives of the Senate Council. The term of such appointments shall be for the remainder of the unexpired term of the vacating Senate Council member.

DJ Note: re: drafting the above vacancy paragraph started with the SC vacancy wording, broadened where necessary to encompass idiosyncrasies of the other councils (e.g. where the constituency of a given seat does not annually elect a person to fill that seat, i.e., the 'most recent election' can be several years old)

Meetings/Minutes. In accordance with the Kentucky Open Meetings Law, Senate standing, ad hoc and advisory committees shall record minutes of actions taken at all meetings. These minutes shall be available not later than one week after the end of the next meeting (KRS 61.835). The committee chair shall be responsible for forwarding copies of the minutes to the Senate Council at the end of each academic year. These minutes may be in addition to or may substitute for the committee's annual report, at the discretion of the Senate Council. Committees that did not meet or conduct any business during the academic year shall forward to the Senate Council a report to that effect. [US: 2/3/2003]

DJ Note: above paragraph copied to here from same paragraph over in Senate committees

1.3.2	GRADUATE COUNCIL	
1.3.2.1	Relationship of Graduate Faculty to the University Senate	33
	DJ note: this section is here because GRs expressly establish the body ‘the Graduate Faculty’	
1.3.2.2	Functions	34
1.3.2.3	Composition	36
1.3.2.4	Election	37
1.3.2.5	Terms and Vacancies.....	38
1.3.3	UNDERGRADUATE COUNCIL	38
1.3.4	Do we want brief parallel wording here about relationship of ‘the undergraduate faculty’ to the Senate? perhaps it can tie into ‘all undergrad courses report to Senate,’ even outside of college courses? GRs to not expressly establish this body ‘the Undergraduate Faculty’... the SRs do by way of creating voting body to elect UC members	
1.3.4.1	Functions	38
1.3.4.2	Composition	39
1.3.4.3	Election	40
1.3.4.4	Terms and Vacancies.....	41
1.3.4.5	Advisory Committee for Graduation Composition and Communication- Requirement	41 (?)
1.3.5	HEALTH CARE COLLEGES COUNCIL.....	42
1.3.2	Do we want brief parallel wording here about relationship of ‘the health colleges faculty’ to the Senate? GRs to not expressly establish this body ‘the ‘Health Colleges Faculty’... the SRs do by way of creating voting body to elect HCCC members	
1.3.2.1	Functions	42
1.3.2.2	Composition	44
1.3.2.3	Election	44
1.3.2.4	Terms and Vacancies (this section does not current exist for HCCC)	

1.3.2 GRADUATE COUNCIL

1.3.2.1 Relationship of Graduate Faculty to the University Senate

1.3.2.1.1 Role of the Graduate Faculty

The Graduate Faculty shall make recommendations to the University Senate on

1. academic matters that require University Senate approval, including graduate courses and programs and graduate program reviews (GR VII.C.4; GR VII.E.1) and
2. conditions of merit and circumstance for Honorary Degrees.

The Graduate Faculty may perform the above functions directly, through the Graduate Council, or through committees that it or the University Senate may establish. Councils of the Graduate School may be appointed by the Dean of the Graduate School or elected, as prescribed by the *Rules of the Graduate Faculty* and approved by the University Senate. The Graduate Council shall have the authority and responsibilities delegated to it by the Dean of the Graduate School, by the Graduate Faculty in the *Rules of the Graduate Faculty*, and by the *University Senate Rules*. (GR VII.E).

1.3.2.1.2 Graduate Faculty Membership

Upon the recommendation of the members of the graduate faculty of a program, and transmitted through the Director of Graduate Studies, the Graduate Council will review, and the Graduate Dean will then render final action on, nominees for Graduate Faculty membership (GR VII.A.3.a). Associate and other classes of members in the Graduate Faculty (including but not limited to Directors of Graduate Studies [US: 4/21/52], may be appointed by the Dean of the Graduate School, with appropriate duties and privileges, as provided by the *Rules of the Graduate Faculty* and as approved by the University Senate (GR VII.E.1.B).

On recommendation of the Director of Graduate Studies and with the approval of the Dean of the Graduate School, persons who normally do not hold academic appointment in the University, but who have demonstrated an interest in collaborative participation in its graduate programs, may be appointed as Auxiliary Graduate Faculty Members. They should hold the terminal academic degree in the field and possess a record of research or creative experience that would warrant their inclusion on advisory committees to assist graduate students in conducting research. [US: 12/13/54; US: 09/08/86]

The Director of Graduate Studies serves as program advisor to each student until the student has a thesis or dissertation director. [US: 04/21/52]

Graduate courses should be taught by Graduate Faculty members. If a program needs to assign a person without a terminal degree to teach a graduate level course, they must first petition the Dean of the Graduate School, explaining the unique circumstances and qualifications supporting this assignment. [US: 12/13/54]

The President, the Vice President for Research, the Provost, and the Dean of the Graduate School shall be *ex officio* members of all committees of the Graduate School.. [US: 04/21/52]

1.3.2.2 Functions

The Graduate Council shall meet on the call of the Graduate Dean, or upon written request of five (5) members of the Graduate Council. A majority of the voting membership shall constitute a quorum for the transaction of business. Its responsibilities relative to courses and programs, shall be as follows, [and shall proceed in accordance with SR 3.2.2.3.3.1.6 \(courses\) and SR 3.1.3.3.2 \(programs\)](#):

1.3.2.2.1 Course Procedures

It shall consider all proposed new courses and changes in courses which may be used for credit toward

a graduate degree and either disapprove and stop the proposal or forward its positive recommendation to the Senate Council.

It shall forward its recommendations to the Undergraduate Council ~~recommendations~~ on the courses numbered 400G-499G. [US: 10/11/99]

1.3.2.2.2 Degree and Certificate Program Procedures

It shall consider all proposed new graduate programs and changes in graduate programs, and degree titles (for both graduate program degrees and Honorary Degrees), ~~forwarding its transmittal~~ and either disapprove and stop the proposal or forward its positive recommendation to the Senate Council. (See SR 3.1.3). ~~In addition, it shall review all graduate programs.~~

DJ Note: reason for delete last sentence, see below

These procedures are not intended to prevent a faculty member from presenting a recommendation or request directly to the Graduate Faculty.

DJ Note: the last sentence goes back decades to when the Graduate Faculty as a body used to regularly meet and decide matters, but nowadays it does not have this function. Delete?

DJ Note: ~~delete entire section below~~. Goes back to 1980s when Graduate Council literally received, assessed, etc. all doctoral degree periodic program reviews. This is not a current Graduate Council function.

~~1.3.2.2.3—Review of Programs~~

~~* _____ The procedures described below are superseded by more recent policy adopted by the University Senate in SR 3.3 [SREC: 8/9/2013]—~~

~~The Graduate Council shall review all graduate programs and suggest measures designed to maintain acceptable levels of academic quality. In pursuit of this charge, the Graduate Council may recommend appropriate actions to the Graduate Dean. For the purposes of this section, such recommendations may include (1) suspension of programs for a maximum of five years, (2) lifting of suspensions, and (3) termination of programs in accordance with the procedures specified below.~~

~~All recommendations by the Graduate Council and decisions by the Graduate Dean relative to suspension of programs, or lifting of suspensions, shall be communicated to the Chair of the Senate Council for incorporation in the Senate Council Course/Program Actions. No later than the fifth year of any program suspension, the Graduate Council shall review the suspension and recommend to the Graduate Dean the reinstatement or termination of the programs.~~

~~A decision to suspend a program on academic grounds may be appealed by the Director of Graduate Studies in the program. The appeal in all such cases shall be made, including justification, to the Provost for review. The Provost shall appoint a committee of Graduate Faculty members including a member of the Senate Council to function as an Appeals Committee to review the case. It shall limit its review to the materials submitted and to the procedures followed by the Graduate Council.~~

~~The Provost shall discuss the recommendation of this Appeals Committee with the Graduate Dean and chair of the Senate Council and recommend final action to the President.~~

~~If the Graduate Dean approves a recommendation by the Graduate Council to reinstate a program that has been suspended, the Graduate Dean shall submit this recommendation to the Graduate Faculty for review. If the Graduate Faculty concurs, it shall forward its recommendation through the Senate Council to the Senate for approval. [US: 11/14/83]~~

~~Any recommendation by the Graduate Council to the Graduate Dean to terminate a program, whether or not previously suspended, shall also be communicated to the Chair of the Senate Council. In accordance with SR 3.3.2, the Graduate Council (or the Graduate Dean if so determined by the Senate Council) shall be responsible for the exercise of the procedures prescribed in SR 3.3.2. The Senate,~~

~~which has the final authority for program termination (GR IV.C), if deciding to terminate the program, will report that decision to the President. [US: 11/8/76]~~

Proposals to terminate graduate programs shall be initiated and processed as prescribed in SR 3.3.

1.3.2.2.4 Off-campus Courses and Programs

The Graduate Council shall review distance learning activities for quality and effectiveness, in keeping with Southern Association of Colleges and Schools (SACS) substantive changes criteria [US: 4/12/99]

1.3.2.2.5 Review of Graduate Programmatic Activities Other Than Degree or Certificate Programs

The Graduate Council shall periodically review and report to the Graduate Faculty and Senate on the effectiveness of the educational policies of the Graduate School ~~(a) concerning certificates awarded in relation to graduate courses or training,~~ (b) in relation to the education and training of postdoctoral scholars/fellows, and (c) in relation to postbaccalaureate students.

DJ Note: SRs define both degrees and certificates as academic programs (per CPE), so both degrees and certificates are addressed in an earlier paragraph.

1.3.2.2.6 Honorary Degrees

The responsibilities of the Graduate Council relative to Honorary Degrees include periodically make recommendations to the elected faculty representatives in University Senate on the titles used for honorary degrees, and on the conditions of merit and circumstance applied to the award of honorary degrees (GR IV.A, C)

1.3.2.3 Composition **(DJ Note:** Awaiting proposal from GC on revised composition rule)

The Graduate Council is composed of eighteen (18) members and the Dean of the Graduate School, who serves as the chair. There are fourteen (14) faculty representatives elected from the Graduate Faculty, two (2) members appointed from the Graduate Faculty by the Dean, and two (2) graduate student members. Graduate School associate deans, and representatives chosen by either the Senate Council and the Health Care Colleges Council serve in a nonvoting, *ex officio* capacity.

The composition of the elected membership of the Graduate Council is as follows:

- Two members from the College of Agriculture, Food and Environment;
- Three members from the College of Arts and Sciences;
- One member from the Gatton College of Business and Economics;
- One member from: the College of Communication and Information, the College of Social Work, the Patterson School of Diplomacy and International Commerce and the Martin School of Public Policy and Administration;
- One member from the College of Education;
- One member from the College of Engineering;
- One member from the College of Design and the College of Fine Arts;
- Two members from the College of Medicine;
- One member from the College of Pharmacy and the College of Dentistry; and
- One member from the College of Health Sciences, the College of Nursing, and the College of Public Health.

Members representing a college or a combination of colleges are elected by the Graduate Faculty whose primary appointment to the Graduate Faculty is in the respective college(s). [US: 3/21/83]

The composition of the Graduate Council will be examined by the Graduate Council annually at its last meeting of the academic year. [US: 4/12/2004]

1.3.2.4 Election

Only regular ("full") members of the Graduate Faculty shall be eligible to serve on the Graduate Council and to vote in the Graduate Council election. Graduate Faculty members with administrative titles above that of department chair or who do not possess an employment status of a full-time faculty member are not eligible. In addition, members of the Graduate Faculty from departments which have representatives with unexpired terms on the Graduate Council shall not be eligible. [US: 11/11/85]

The office of the Graduate Dean will be responsible for administering the election procedure and for certifying to the Senate Council the newly elected members. The Graduate Dean's Office will prepare the lists of faculty members eligible to vote and those eligible to serve. For each college or collection of colleges where there is an election to be held, the Graduate Dean's office will send a list of those eligible to be elected to each person eligible to vote, who will be invited to nominate an eligible person for the Graduate Council by a letter. In addition, in each department (or college) that has a graduate program, the chair (or dean) and the director of graduate studies will each be urged to submit a nomination by letter. The Graduate Dean's office shall check on the willingness of persons to serve and will get a very brief biographical statement from each person nominated. If fewer than three persons are nominated and are willing to serve from any college or collection of colleges, the Graduate Dean's office shall call a brief meeting of the directors of graduate study from the unit(s) for the purpose of nominating additional persons to make a total of three. (In the event that more than one person ~~was~~ is to be elected from the unit, this group would meet if necessary to pick nominees equal to three times the number to be elected.) [US: 1/18/88]

Once the nomination process has been completed, ballots will be sent out containing the names of all those nominated. Each person must vote for as many candidates as there are vacancies to be filled or their ballot will be disqualified. The person or persons receiving the largest number of votes will be elected. [US: 1/18/88]

- * Pursuant to *Administrative Regulations* on tenure-ineligible title series and on faculty members with certain administrative appointments, the following terms apply: (1) Tenured faculty employees who have been appointed to an administrative position at or above the level of department chair are not eligible to participate in the election of faculty representatives, or serve as the elected faculty representative, to faculty governance bodies above the college level (e.g., Board of Trustees, University Senate,

Graduate Council, Undergraduate Council, and Health Care Colleges Council) (see HRPP 4.0; GR V); (2) Regular, full-time faculty employees in a tenure-ineligible series are not eligible for regularly assigned university-level service activities, except that the tenured/tenure-track faculty of a college may allow a tenure-ineligible series to be eligible to vote for representation, and stand for election, specifically to the University Senate, by extending College Faculty membership to that faculty series (to be documented in the College Rules; see AR 2.5, AR 2.6, AR 2.9 for more details). [SREC: 4/15/2011]

1.3.2.5 Terms and Vacancies

DJ Note: Move next to paragraphs to general council policy section

~~The term of office of elected members shall be three (3) years, with elections being conducted so that the terms will be staggered. The term of office of appointed members shall be one (1) year. All terms expire on August 15 [US: 4/23/2001]. Members shall serve until the expiration of their terms, until they have become ineligible, or until their successors have been named.~~

~~A vacancy in the first year of a term on the elected membership of the Graduate Council shall be filled by appointment by the Council Chair of the eligible nominee who received the highest number of votes-~~

~~without being elected. If that person declines, the next eligible nominee shall be appointed, and so on. If the electoral unit in which the vacancy occurs elects a Council member annually, this method shall be used to fill all vacancies from that unit, with the immediately preceding election being used as the source of nominees. If the electoral unit does not elect a member annually, a vacancy following the first year of a term (or in the first year if the list of nominees is exhausted) shall be filled by the chair appointing an eligible member of the unit's faculty. The term of appointment shall be for the remainder of the unexpired term or for the duration of the ineligibility of the elected member. [US: 4/10/89]~~

Any member of the Council who has served a term as an elected member or who has served more than one year as a replacement for an elected member shall be ineligible for membership on the Council until **three years** have elapsed since completion of his/her last term. **An appointed member of the Council may serve three successive one-year terms.** However, the appointed member whose term of service has been for more than a single one-year term, shall thereafter be ineligible for membership on the Council until **three years** have elapsed.

DJ note: the above para. has several GC-specific idiosyncrasies

1.3.3 UNDERGRADUATE COUNCIL

A tenured faculty member well-versed in curricular matters shall be appointed by the Senate Council to chair the Undergraduate Council and report its recommendations to the Senate Council. [US: 11/13/2017]

1.3.3.1 Functions

The Undergraduate Council's responsibilities relative to courses and programs shall be as follows:

1.3.3.1.1 Course Procedures

It shall consider all proposed new courses and changes in courses which may be used for credit toward an undergraduate degree and either disapprove and stop the proposal or forward its positive recommendation to the Senate Council.

It shall forward to the Graduate Council recommendations on all courses numbered 500-599. [US: 10/11/99]

1.3.3.1.2 Degree and Certificate Program Procedures

It shall consider all proposed new undergraduate programs, changes in undergraduate programs, including degree titles, ~~from all colleges offering an undergraduate degree.~~ Further, it shall consider all changes in the University requirements. The Undergraduate Council shall ~~recommend on all of the above~~ either disapprove and stop the proposal or forward its positive recommendation to the Senate Council. (See SR **3.1.3.3.2.2**; **3.2.2.3.3.1.6**) ~~In addition, it shall review all undergraduate programs.~~

DJ note: the implication above in current wording of a solely advisory role for UC contradicts SR 3.1 which provides a stopping disapproval authority for UC, so fixed here

~~1.3.3.1.3—Review of Programs~~ **DJ Note:** the UC no longer has an active role to evaluate summary reports of program reviews, and termination procedures are now controlled by SR 3.3

~~It shall review the summary reports of undergraduate program reviews prepared by the educational unit review committees. It shall participate directly in the review of undergraduate programs upon the request of the Provost. Following either such review, it may recommend appropriate action to maintain acceptable levels of academic quality to the Provost. Such a recommendation may include the suspension of a program to a maximum of five years and the lifting of such a suspension. All recommendations relating to imposing or lifting suspensions of programs are subject to approval by the Senate Council.~~

~~An undergraduate program, through its chair or other appropriate administrative officers, may appeal a decision to suspend the undergraduate program to the Provost, who shall then appoint a committee of faculty members, including a member of the Senate Council, to function as an Appeal Committee to review the case.~~

~~The Committee shall limit its review to the materials submitted by the academic unit review committees, by the Undergraduate Council, and by the program making the appeal. The Provost shall discuss the recommendation of the Committee with the chair of the Senate Council and shall then recommend final action to the President. [US: 4/9/84]~~

Proposals to terminate undergraduate programs shall be initiated and processed as prescribed in SR 3.3.

1.3.3.1.4 Off-campus Courses and Programs

The Undergraduate Council shall review distance learning activities for quality and effectiveness, in keeping with Southern Association of Colleges and Schools (SACS) “substantive changes” criteria [US: 4/12/99]

1.3.3.2 Composition

The Undergraduate Council shall consist of fourteen (14) members. Nine of the members shall be regular full-time faculty members elected by and from the faculties of colleges, groups of colleges or parts of colleges as follows: [US: 10/12/81; US:4/9/84; US: 4/14/86; US: 10/12/87]

- One member from the combined areas of Humanities area in the College of Arts and Sciences, the College of Fine Arts, and the Honors College;
- One member from the combined areas of Biological and Physical Sciences in the College of Arts and Sciences;
- One member from the combined areas of the Social Sciences in the College of Arts and Sciences and the College of Communication and Information;
- One member from the College of Agriculture, Food and Environment;
- One member from the College of Education;
- One member from the College of Engineering;
- One member from the Gatton College of Business and Economics;
- One member from the College of Design and the College of Social Work; and
- One member from the College of Health Sciences, the College of Nursing, and the College of Pharmacy.

Of the five remaining members, one shall be a member of the University Faculty appointed by the Senate Council. Four members shall be appointed by the Chair of the Undergraduate Council with the advice and consent of the elected Undergraduate Council members. Of these four, two shall be members of the faculties of colleges eligible to have representation on the Undergraduate Council, and the remaining two shall be undergraduate students from eligible colleges. [US: 10/12/81; US: 4/9/84; US: 4/14/86; US: 10/12/87]

An *ex officio*, nonvoting member from the Registrar’s Office selected by the Assistant Provost for Enrollment Management may attend. [US: 4/14/97]

1.3.3.3 Election

Members of faculties of those colleges listed above in SR 1.3.3.2 who are eligible to vote for and be elected to the University Senate shall be eligible to serve in and vote for all elected members of the Undergraduate Council. [US: 10/8/2001]

- * Pursuant to *Administrative Regulations* on tenure-ineligible title series and on faculty members with certain administrative appointments, the following terms apply: (1) Tenured faculty

employees who have been appointed to an administrative position at or above the level of department chair are not eligible to participate in the election of faculty representatives, or serve as the elected faculty representative, to faculty governance bodies above the college level (e.g., Board of Trustees, University Senate, Graduate Council, Undergraduate Council, and Health Care Colleges Council) (see HRPP 4.0; GR11.B.2.b.(2)); (2) Regular, full-time faculty employees in a tenure-ineligible series are not eligible for regularly assigned university-level service activities, except that the tenured/tenure-track faculty of a college may allow a tenure-ineligible series to be eligible to vote for representation, and stand for election, specifically to the University Senate, by extending College Faculty membership to that faculty series (to be documented in the College Rules; see AR 2.5, AR 2.6, AR 2.9 for more details). [SREC: 4/15/2011]

A secret ballot election for membership on the Undergraduate Council shall take place during the spring term and the newly elected members shall assume their seats on August 16 of the same year. [US: 10/12/87; US: 1/18/88; US: 4/23/2001]

The Undergraduate Council chair shall be responsible for administering the elections. That person will prepare lists of members of college faculties eligible to vote and serve. Each college or group of colleges in which there is an election to be held will be notified and have nominations solicited from the members of the college faculties by a process designed to give adequate notice of the election. It will particularly solicit nominations from department Chairs and Directors of Undergraduate Studies. The Undergraduate Council chair will ascertain the willingness of the nominees to serve and will conduct the election by a process designed to inform voters of the qualifications of those nominated. The person receiving the highest number of votes for a given vacancy will be elected. Ties will be decided by lot. [US: 10/8/2001; US: 11/13/2017]

1.3.3.4 Terms and Vacancies **DJ Note:** much of this replaced by general policy section above

~~Elected faculty Undergraduate Council members will serve three-year staggered terms expiring on August 15 [US: 4/23/2001]~~ and shall be ineligible to succeed themselves until a lapse of **one year** occurs, except that where they have served one year or less as a replacement, they shall be eligible to be elected. **Student** members shall serve **one year and are eligible for reappointment.**

DJ note: this idiosyncratic wording is somewhat different from GC

~~When a member or an alternate becomes unable or ineligible to serve (i.e., resignation, leave of absence, assumption of administrative title, loss of status as a faculty employee) a vacancy is declared. A vacancy in the first year of a term on the elected membership of the Undergraduate Council shall be filled by appointment by the Undergraduate Council Chair of the eligible nominee who received the highest number of votes without being elected in the election in which the vacating member was elected. If that person declines, the next eligible nominee shall be appointed, and so on. A vacancy following the first year of a term (or in the first year if the list of nominees is exhausted) shall be filled by the Undergraduate Council Chair appointing an eligible member of the unit's faculty. The term of appointment shall be for the remainder of the unexpired term or for the duration of the ineligibility of the elected member. [US: 4/10/89]~~

DJ Note: assuming below that GCC committee will be abolished by Senate, per recent SC action

1.3.3.5 Advisory Committee for Graduation Composition and Communication Requirement

~~The GCCR Advisory Committee is charged with oversight of the Graduation Composition and Communication Requirement (SR 3.1.1.1.5.3). A permanent subcommittee reporting to the Undergraduate Council, this committee is charged with establishing, publishing, and implementing the campus-wide policies and procedures for evaluating the academic components of the GCCR and their assessment. [US: 5/6/2013]~~

1.3.3.5.1 Composition

~~The committee shall be composed of at least eight (8) voting members from the University faculty broadly representative of the undergraduate colleges (SR 9.20). Ex officio members shall include the Associate~~

~~Provost for Student and Academic Life (or designated representative) and one staff person each from the Office of Assessment and the University Registrar.~~

~~The members of the committee shall be appointed by the Senate Council. Members should have appropriate expertise in communication and assessment and should collectively represent the three modes of communication (written, oral, and visual) comprising the GCCR. Faculty members shall serve for staggered three-year terms and may serve consecutively for no longer than six years. [US: 11/13/2017]~~

~~1.3.3.5.2 Charge~~

~~The GCCR Advisory Committee shall exercise the following functions [US: 11/13/2017]:~~

- ~~1. It shall establish procedures and guidelines for undergraduate degree programs to submit proposals for implementing the GCCR.~~
- ~~2. It shall evaluate proposals by programs for implementing the GCCR. Approved proposals shall be forwarded to the Undergraduate Council for further action.~~
- ~~3. It shall establish and implement a campus assessment plan for the GCCR and monitor the results of program-level assessments, in accordance with the SACSCOC reaffirmation of accreditation. The committee shall review and report on this data either periodically or as requested by the Senate Council.~~
- ~~4. It shall set policies for transfer equivalencies and for granting exceptions to the GCCR, and it shall broadly communicate these policies to all undergraduate colleges (SR 9.19), the Registrar, and other appropriate parties.~~
- ~~5. Upon the recommendation of the Senate Council, or upon its own initiative, it shall consider and propose necessary changes in the educational structure of the program or in its academic requirements. The GCCR committee may recommend changes for the GCCR to the Undergraduate Council or other appropriate University Senate channels for approval.~~

1.3.4 HEALTH CARE COLLEGES COUNCIL

[US: 5/9/2005]

1.3.4.1 Functions

The Health Care Colleges Council (hereafter: "HCC Council") shall be responsible to the University Senate concerning academic matters related to the six health-care-related colleges: Dentistry, Health Sciences, Medicine, Nursing, Pharmacy, and Public Health. Its principal functions and responsibilities are as follows:

DJ Note: course/program sections below modified to render HCCC same authority parameters as UC, GC

1.3.4.1.1 Course Procedures

Pursuant to SR 3.2.2, it shall consider, (i) all proposed new courses and changes in courses offered in a professional health care program (SR [3.2.2.3.3.1.1](#)), or (ii) undergraduate or graduate courses that involve students in health care practices that originate from a college represented on the HCC Council (SR 3.2.2.3.3.1.2). The HCCC shall either disapprove and stop the proposal or forward its positive recommendation to the Senate Council. ~~On behalf of the University Senate, the HCC Council shall have final approval authority for these proposals so long as these courses would not be subject to review by Undergraduate and/or Graduate Councils. These courses are those at the 800- and 900-levels that address requirements toward a professional degree.~~

1.3.4.1.2 Program Procedures

Pursuant to SR [3.1.3.3.2.1.1](#) , it shall consider all proposals for new academic professional programs, changes in academic professional programs, changes in professional degrees or degree titles, changes in the admission or graduation requirements, and other academic issues concerning professional health care programs that originate from a college represented on the HCCC. The HCCC shall either disapprove and stop the proposal or forward its positive recommendation to the Senate Council. ~~During review, it shall ensure that the development of new programs is accompanied by appropriate modification or discontinuation of old programs or courses in accordance with the *University Senate Rules*. On behalf of the University Senate, the HCC Council shall have final approval authority for proposals related to professional health care programs (SR [3.1.3.3.2.1.1](#)) that would not require review by another Council of the Senate and/or would not require final approval by the Board of Trustees and/or the Kentucky Council on Postsecondary Education.~~

1.3.4.1.3 Limitation of authority

~~Whenever a proposal submitted to the HCC Council originated from or is subject to review by another Council of the Senate OR requires final approval by the Board of Trustees or the Kentucky Council on Postsecondary Education, the HCCC shall not have final approval authority and, instead, shall recommend on that proposal to the Senate Council. If a situation arises where it is unclear if the HCC Council has final approval authority; the HCC Council will send a reviewed proposal forward with the HCC Council recommendation to the Senate Council for its consideration.~~

~~The Senate Council and University Senate shall always retain the prerogative and authority to review any proposal or decision of the HCC Council.~~

1.3.4.1.4 Review of Programs

~~It shall evaluate educational program objectives and course content to ensure appropriate breadth and depth and the availability of needed faculty;~~

DJ Note: save this sentence? Move it up to program procedures para. just above? HCCC does not have official role to assess periodic reviews of individual programs

1.3.4.1.5 Off-campus Courses and Programs

The HCC Council shall review distance learning activities for quality and effectiveness, in keeping with Southern Association Colleges and Schools (SACS) “substantive changes” criteria. [US: 4/12/99]

1.3.4.2 Composition

The Health Care Colleges Council is composed of two representatives and two alternate representatives from the Colleges of Dentistry, Health Sciences, Medicine, Nursing, Pharmacy and Public Health elected by the faculty of each college. An individual from the Provost’s office in the position of Associate Provost or equivalent shall serve as Chair of the HCC Council. In addition, there shall be three (3) representatives outside of these colleges, one each appointed by the Graduate, Senate and Undergraduate Councils, not necessarily from these Councils' memberships, to serve terms commensurate with the other members of the HCC Council.

1.3.4.3 Election

One HCC Council member (“official representative”) and one alternate from each college shall be elected each year for a two-year term, which shall begin September 1. To be eligible for election, candidates shall be a regular, full-time member of one of the six specified college faculties and shall be limited to those college faculty members who are eligible to be elected to the University Senate.

- * Pursuant to *Administrative Regulations* on tenure-ineligible title series and on faculty members with certain administrative appointments, the following terms apply: (1) Tenured faculty employees who have been appointed to an administrative position at or above the level of

department chair are not eligible to participate in the election of faculty representatives, or serve as the elected faculty representative, to faculty governance bodies above the college level (e.g., Board of Trustees, University Senate, Graduate Council, Undergraduate Council, and Health Care Colleges Council) (see HRPP 4.0; GR V); (2) Regular, full-time faculty employees in a tenure-ineligible series are not eligible for regularly assigned university-level service activities, except that the tenured/tenure-track faculty of a college may allow a tenure-ineligible series to be eligible to vote for representation, and stand for election, specifically to the University Senate, by extending College Faculty membership to that faculty series (to be documented in the College Rules; see AR 2.5, AR 2.6, AR 2.9 for more details). [SREC: 4/15/2011]

In addition, they shall have been members of a faculty of one of these colleges in a full-time academic rank for a period of at least two years. ~~When a HCC Council member or an alternate becomes unable or ineligible to serve (i.e., resignation, leave of absence, assumption of administrative title, loss of status as a faculty employee) a vacancy shall be declared and that eligible faculty member who at the last election received the highest number of votes without being elected shall be appointed to serve for the period of ineligibility of the elected or alternate member.~~

DJ Note: this part is now in the beginning 'general policy on councils' section

Alternate members shall be notified of all meetings and shall have the privilege of attending all meetings; they shall not vote, however, unless they are serving in place of official representatives. The alternates shall receive copies of minutes and other materials distributed to the HCC Council. When an official representative must be absent from a meeting, either alternate from his or her college can be designated by the HCC Council Chair to serve during that particular meeting.

The HCC Council shall meet monthly and upon call of the HCC Council Chair. Six (6) elected members or their alternates with a voting status for the purposes of the meeting shall constitute a quorum for the transaction of business.

DJ Note: This draft incorporates for all committees a common 'organizational style,' but **has not changed the policy substance of the text**. It has reordered the standing committees alphabetically, except that the remaining delegated assignments to the Honors College is the final entry to the section on standing committees. In all places, the opening grammar of the 'charge' section has been changed to the form styled 'The committee is responsible to/for'. **Yellow** (note to think on or advisory power)) or **blue(some kind of final authority power)** highlight is used below to draw attention to advisory vs final action authority; highlight also used in a few places to draw attention to a question.

DC note: **Yellow (note to think on or advisory power)** or **Blue(some kind of final authority power)**

1.4.1 STRUCTURE OF UNIVERSITY SENATE COMMITTEES

[US: 2/13/89, US: 2/3/2003]

1.4.1.1 Types of Senate Committees

The University Senate may perform its functions directly, through the Senate Council or through either the Standing Committees or *ad hoc* committees of the Senate. The Senate may also establish Senate Advisory Committees and may delegate any of its authority or responsibility to the Graduate School or the faculties of Colleges, Schools, Departments, Centers and Institutes. (GR IV.B).

The University Senate shall have three types of committees

- (1) **standing** committees of the Senate responsible only to that body
- (2) **special** committees (hereafter referred to as *ad hoc* committees)
- (3) **advisory** committees responsible in an advisory capacity to the President and/or other administrative officers and to the Senate.

Committees are comprised of members of the University Senate (SR IV.A) and in specific cases also nonsenators (faculty, students and/or *ex officio*). *Ex officio* committee members are always nonvoting, except where the Senate formally prescribes otherwise, and are chosen to represent a particular office or area to enhance the effectiveness of the committee's deliberations. The Senate Council Chair is an *ex officio* member of all Senate standing committees.

1.4.1.2 Membership and Organization of Senate Committees

The Senate Council shall determine the **chair** and **number** of members on each standing committee, within any specifications of the Senate for the particular committee.

(1) Senate Standing Committees

Appointment and Terms

The **terms** of office for faculty members of the standing shall be three years. Student appointments shall be for one year.

All **appointments** shall be made by the Senate Council for terms beginning on August 16 and staggered to provide a one-third change in membership each year.

Committee Composition

The committee chair and at least one-half the members of the committees shall be elected

Faculty Senators, except as otherwise specified.

- * Emeriti faculty are eligible for appointment as voting members of University Senate committees, as long as other committee-specific requirements for committee composition are also met. [SREC: 2/5/2020]

(2) Senate Special (*Ad Hoc*) Committees

Charge, Appointment, Terms and Composition

Prior to its own action on an issue, the Senate Council normally shall refer all issues to appropriate standing committees unless an issue arises that is clearly not within the jurisdiction of one of the committees, or unless an issue demands such immediate attention that the appropriate committee, in the view of its chair, would be unable to report on it in due time. If either of these two situations arise, the Senate Council may appoint an ad hoc committee to act and report on the issue.

(3) Senate Advisory Committees (GR IV.B)

Appointment and Terms

Appointment to advisory committees shall be made by the Chair of the Senate (the President) after consultation with the Senate Council.

Committee Composition

After consultation with the Student Government Association and other appropriate student groups, the Senate Council may recommend to the President that students be appointed to an advisory committee of the Senate. Similarly, the Senate Council may consult with the elected Faculty Senators, or the *ex officio* Senators, concerning the membership of faculty employees or administrative staff employees to such advisory committees.

1.4.1.3 Filling Vacancies on Senate Committees

Appointments to fill committee vacancies shall be made in the same manner as appointments for regular terms. Membership on Senate committees shall continue until terms expire or successors are appointed.

1.4.1.4 Procedures of Senate Committees

(1) Subcommittees

The chairs of Senate standing committees may appoint ad hoc committees and may select their members in consultation with the Chair of the Senate Council. Such a subcommittee must be chaired by a member of the parent committee.

(2) Committee Actions for Senate Consideration

Acting within their charges and in communication with the Senate Council Chair, Senate committees shall act and report to the Senate Council upon issues that bear on the functions of the Senate prior to their submission to the Senate. Unless otherwise specified,

items for potential consideration by University Senate committees, which are suggested by other than the Senate or Senate Council, reach the respective committees through the office of the Senate Council. -

(3) Senate Committee Privilege to Reach the Senate

Standing committees of the Senate shall have the privilege of presenting reports to the Senate, subsequent to review by the Senate Council. If the Senate Council fails to present a committee report for action during three regular Senate meetings after it has been submitted to the Senate Council, the committee may bring its report directly to the floor for action by the Senate at any subsequent meeting, provided that the report has been appropriately circulated in advance. In such circumstance, the committee chair must submit a formal request to the Senate Council Office at least two weeks prior to a Senate meeting and the report/proposal shall be placed as the first agenda item of that Senate meeting.

(4) Minutes of Senate Committees

In accordance with the Kentucky Open Meetings Law, Senate standing, ad hoc and advisory committees shall record minutes of actions taken at all meetings. These minutes shall be available not later than one week after the end of the next meeting (KRS 61.835). The committee chair shall be responsible for forwarding copies of the minutes to the Senate Council at the end of each academic year. These minutes may be in addition to or may substitute for the committee's annual report, at the discretion of the Senate Council. Committees that did not meet or conduct any business during the academic year shall forward to the Senate Council a report to that effect. [US: 2/3/2003]

1.4.2 STANDING COMMITTEES

1.4.2.1 Senate Academic Facilities Committee (SAFC)

Charge (**Advisory Actions**)

The SAFC is responsible for providing information and recommendations to the Senate about the alteration, construction, and allocation of all property and physical facilities that may affect the educational objectives of the University. In this regard, it shall be concerned about such matters as classrooms, buildings and grounds, shops and other such real property, audio-visual and television equipment, computers, duplication and printing facilities, vehicle pools, and scientific and musical instruments. The SAFC shall act in these ways:

1. Serve the administration as a source of faculty information and opinion about the need, design, and priority and construction or renovation projects.
2. Inform the Senate at least annually about problems relating to the alteration, construction, or allocation of academic facilities and about future plans and priorities for them. Whenever necessary, the SAFC may initiate action by preparing a recommendation to the administration, which should be routed through the Senate Council for Senate approval.
3. Maintain communication with the appropriate administrators about the current status and utilization of academic facilities. [US: 10/12/81]
4. Study the use, renovation, and need for space (including classrooms) and equipment relevant to

academic programs and functions. [US: 3/12/84]

1.4.2.2 Senate Academic Programs (SAPC)

DJ Note: charge wording has been recently adjusted relative to SAASC

Charge (**Advisory Actions**)

The SAPC is responsible to recommend action to the Senate on all new academic programs and significant program changes approved by prescribed lower levels of review (SR **3.1.3.3**). Specifically, the SAPC shall review the academic excellence, need, impact, and desirability of the academic program. In approving a program, the Committee shall recommend a priority to indicate its importance and the immediacy with which it should be implemented. [US: 2/12/2018]

The Committee shall function mainly through three permanent subcommittees: Graduate Degree Programs, First Degree Programs (including undergraduate degree programs), and Professional and Pre-professional Degree programs. The appropriate subcommittee shall investigate the proposed new program or significant program change and present its evaluation to the full committee, which shall decide on its recommendation to the Senate. In ascertaining the appropriate subcommittee, and in acting upon the recommendations of the SAPC, it is the policy of the University Senate to adopt and utilize the definitions of the Council on Postsecondary Education that distinguish these different types of degree programs. [US: 2/12/2018]

1.4.2.3 Senate Academic Planning and Priorities Committee (SAPPC)

Charge (**Advisory actions**)

The SAPPC is responsible for concern over major, broad, long-range plans and priorities. It shall:

1. identify major academic problems likely to be faced by the University in the foreseeable future;
2. formulate and recommend to the Senate plausible academic goals for the institution;
3. develop procedures and criteria for recommending academic priorities;
4. recommend to the Senate institutional policies that recognize academic priorities and goals, assess the progress of the institution toward its goals and report periodically to the Senate; and,
5. recommend to the Senate a means for increasing the University's effectiveness in establishing and implementing its academic policies.
6. serve the Senate and the administration as a source of faculty information and opinion concerning academic planning and priorities. [US: 4/10/89]

1.4.2.4 Senate Academic Organization and Structure Committee (SAOSC)

DJ Note: charge wording has been recently adjusted relative to SAPC

Charge (**Advisory Actions**)

The SAOSC is responsible to:

1. review and recommend to the University Senate priorities on all proposals for new educational units (colleges, schools, departments, graduate centers, multidisciplinary research centers and institutes; interdisciplinary instructional programs (GR VII.C)).
2. review all proposals for abolishment or merger of existing educational units;
3. review all proposals for major changes in organization and structure of educational units;
4. make appropriate recommendations to the University Senate (and through the Senate to the President and/or Provost) regarding creation, abolition or alterations in organization or structure, or reporting relationships, of educational units throughout the University.
5. Study and report to the Senate on matters pertaining to faculty size and strength, and student enrollment. [US: 3/12/84]

1.4.2.5 Senate Admissions Advisory Committee (SAAC)

[US: 11/12/90]

Charge

The SAAC is responsible for recommending admissions policy within general guidelines established by the University Senate. The SAAC is responsible to:

(Final actions)

1. Establish the University's admissions management system, as described in SR **4.2.1.1.1**.
2. Establish automatic admission criteria.
3. Establish parameters for the decisions on exceptions, under which applicants may be admitted who have not met the automatic admissions criteria.

(Advisory Actions)

4. Upon the recommendation of the Assistant Provost for Enrollment Management, approve any warranted deviations from the automatic admissions criteria.
5. After consultation with the administrative officer responsible for enrollment management, Assistant Provost for Enrollment Management, the SAAC may recommend to the Provost closing admissions on any of the following bases: 1) the desired class size has been reached; 2) the class is large enough given existing constraints; and 3) admissions objectives other than class size have been achieved.
6. File a written report to the Provost recommending admissions objectives such as *average* ACT scores and desired size of each year's entering freshman class. A copy of the report shall be presented to the Senate Council.
7. Request that the Provost provide specific data on admissions, enrollment, and student

performance.

8. Request data from the administrative officer responsible for enrollment management, Assistant Provost for Enrollment Management for use in establishing or evaluating admissions policy.
9. Review and analyze the information provided in (7) and (8) above by the Provost and Assistant Provost for Enrollment Management and disseminate the results of its review and analysis to the educational units.

Membership

This committee is not necessarily chaired by a member of the Senate or composed of a majority of members who are elected Faculty Senators, per parameters below. -The voting members of the SAAC are the Assistant Provost for Enrollment Management, the Chair of the Senate committee on Admissions and Academic Standards, and three additional University Faculty members appointed by the Senate Council to staggered three-year terms. *Ex officio* members of the Committee are the Associate Provost for Student and Academic Life and the Assistant Provost for Strategic Planning (or that person's designee). The committee must be chaired by one of the three appointed University Faculty members. In the case of a tie vote, the vote of the chair shall prevail.

Special Procedures

See SR 4.2.1.1.1

1.4.2.6 Senate Admissions and Academic Standards Committee (SAASC)

Charge (**Advisory Actions**)

The SAASC is responsible for examining and recommending to the University Senate changes: in the admission requirements and grading rules; standards for granting academic credit; probation and suspension procedures; and degree and graduation requirements. Basically, the SAASC shall review pertinent parts of Sections III, IV and V of the *Senate Rules* but may consider other related areas.

Recommendations by the SAASC on conditions of merit and circumstance for (1) graduation requirements, (2) honors with degrees that are conferred to graduating students (SR **5.5.2.2**) and (3) Honorary Degrees conferred to others (SR **5.5.2.3**), shall be acted upon by the elected University Faculty Senators, as per KRS 164.240.

1.4.2.7 Senate Advisory Committee on Appointment, Promotion and Tenure

Charge (**Advisory Actions**)

The committee is responsible to advise the Senate Council on policy matters pertaining to appointment, promotion, and tenure.

Membership

Chairs of Academic Area Advisory Committees.

1.4.2.8 Senate Advisory Committee on Disability Accommodation and Compliance (SACDAC)

[US: 12/10/2012]

Charge (**Advisory Actions**)

The committee is responsible to:

1. Recommend to the Senate Council educational policies and implementation practices that appropriately address the accommodations standards stipulated in the Americans with Disabilities Act (ADA) Law and Sections 504/508 of the Rehabilitation Act of 1973 for students who have documented disabilities.
2. Hear and render decisions on issues from faculty members or the DRC pertaining to the implementation of educational policies as they relate to practices for disability accommodation and regulatory compliance.
3. Monitor the alignment between the University Senate's educational policies and Federal compliance and accommodation regulations, and recommend educational policy revisions, as warranted.
4. Issue an annual report on the work of the SACDAC for consideration by the Senate Council, the University Senate and the wider University community.

Membership

This committee is not necessarily chaired by a member of the Senate or composed of a majority of members who are elected Faculty Senators, per parameters below. The voting members of the SACDAC are the Director of the Center for the Enhancement of Learning and Teaching (CELT), or that person's designee, and four University Faculty members appointed by the Senate Council. The four University Faculty members shall serve staggered three-year terms. *Ex officio*, nonvoting members of the Committee are the Academic Ombud, the Director of the Disability Resource Center (DRC), a DRC learning specialist, and the Associate Vice President for Institutional Equity or that person's designee. The committee shall be chaired by one of the four appointed University Faculty members. The SACDAC is responsible for recommending educational policy within general guidelines established by the University Senate.

1.4.2.9 Senate Advisory Committee on Diversity and Inclusion (SACDI)

[US: 2/12/2018]

Charge (**Advisory Actions**)

The SACDI is responsible for concerns of: increasing diversity among senators, in particular representation of underrepresented minorities; working with senior leadership to disseminate best practices for recruiting and retaining faculty of color and other underrepresented groups; and addressing other issues around diversity and inclusion as they arise.

Membership

The SACDI is an advisory committee of the University Senate and its membership is appointed by the SC. This committee is not necessarily chaired by a member of the Senate or composed of a majority of members who are elected Faculty Senators, per parameters below. Six University Faculty members shall be voting members. Two student members nominated by the Student Government Association (SGA) shall also be voting members. The University Faculty members shall serve staggered three-year terms and the SGA's nominees shall serve one-year terms. The SACDI shall also have two ex officio nonvoting members, who shall be recommended by the Vice President for Institutional Diversity, both of whom shall have UK-related responsibilities pertaining to diversity and inclusivity. Members may serve consecutive terms but must be reappointed by Senate Council.

The SC shall appoint a chair from one of the six University Faculty members.

1.4.2.10 Senate Committee on Committees (SCC)

Charge (Advisory actions)

The SCC is responsible to provide current Senate committee chairs with information and guidance regarding best practices for committee chairs.

Membership

The SCC is comprised of the chairs of Senate's standing committees, the chairs of the Senate's advisory committees, and the Senate Council Vice Chair, who are all voting members. The immediate past chairs of all these committees and the chairs of the Senate's ad hoc committees shall serve as ex officio, nonvoting members. (For this rule, the phrase "immediate past chair means the person who served as chair during the preceding year).

Special Procedures

The SCC shall meet in the fall semester to help orient and acclimate the Senate's committee chairs. The SCC shall be chaired by the Chair of the Senate Council. The SCC shall meet in the spring semester to review committee activities for the past year and shall report on these activities to the SC prior to the end of the academic year. [US: 10/9/2017]

1.4.2.11 Senate Committee on Distance Learning and eLearning (SCDLeL)

[US: 12/9/2013; US: 12/12/2016]

Charge (Advisory actions)

The SCDLeL is responsible to identify, assess and address issues related to distance learning and eLearning and make recommendations to the University Senate for policies. Specifically, activities of the SCDLeL shall include the following areas:

5. Identify issues related to distance learning and eLearning and recommend policies.
6. Monitor and respond to the University Senate concerning SACS, state and federal

regulations related to distance learning and eLearning.

7. Recommend strategies for dissemination of distance learning and eLearning issues and policies.
8. Recommend strategies for effective implementation of distance learning and eLearning.
9. Collaborate with other UK groups/committees on issues related to distance learning and eLearning as appropriate.

Membership

This committee is not necessarily chaired by a member of the Senate or composed of a majority of members who are elected Faculty Senators. The Senate Council may appoint voting or nonvoting members to the committee at its discretion. The committee shall make recommendations to the Senate Council for committee membership from the following categories:

1. At least one member from colleges with active distance learning or eLearning programs.
2. At least one member from each academic support unit involved in distance learning but not limited to CELT, Distance Learning Programs, Information Technology and a representative for accessibility issues.
3. One undergraduate student appointed by SGA (1 year term).
4. One graduate student (1) year term selected from list of students nominated by colleges with active distance learning/e-learning programs).

Special Procedures

NOTE: For the purposes of this rule, the following definitions shall apply:

Distance Learning: A formal educational process in which the majority of the instruction (interaction between students and instructors and among students) in a course occurs when students and instructors are not in the same physical location. Instruction may be synchronous or asynchronous.

eLearning: A broad combination of processes, content, and infrastructure to use computers and networks to scale or improve one or more significant parts of a learning value chain, including management and delivery.

1.4.2.12 Senate Library Committee (SLC)

Charge (**Advisory Actions**)

The SLC is responsible for recommending to the University Senate policies to promote the educational interests of the University as a whole with respect to the Libraries, the faculty body of which is equivalent to the faculty of a college (GR VII.C.2). The SLC is responsible for consultation and advising with faculty of the Libraries or the Dean of Libraries, on such matters as are referred to it by the by the Libraries faculty, by the Dean, or by other University personnel, which pertain to improving the effectiveness of the Libraries as a part of the broad academic program of the University of

Kentucky.

1.4.2.13 Senate Rules and Elections Committee (SREC)

Charge (**Advisory Actions**)

The SREC is responsible for initiating any changes in the *Rules* concerning the organization of the Senate (SR 1). The SREC may note omissions, and may initiate and suggest to the Senate Council any necessary modification in the *Rules*.

In addition, the SREC shall recommend to the University Senate election policies and procedures.

Charge (**Final Actions**):

The SREC is responsible for codifying, making editorial changes in, and interpreting, the *Rules* of the Senate, at the direction or with the approval of either the Senate Council or the Senate.

It shall also evaluate and revise any section of the *Rules* where necessary to eliminate inconsistencies and clarify confusing statements.

The SREC shall certify faculty member eligibility in elections of Faculty Trustees, and in elections of University Faculty representatives to the Senate, to the Senate Council, and to a Presidential Search Committee.

1.4.2.14 Senate Research and Graduate Education Committee (SRGEC)

Charge (**Advisory Actions**)

The SRGEC is responsible for reviewing University research policies and their implementation. It shall also be responsible for reviewing graduate education policies and their implementation. In addition, it shall make recommendations to the University Senate regarding those policies and the priorities for them. [US: 9/9/2013]

* Graduate education includes postdoctoral scholars and postdoctoral fellows [SREC: 12/17/2013]. Senate Institutional Finances and Resources Allocation Committee (SIFRAC)

[US: 2/8/2010]

Senate Institutional Finances and Resource Allocation Committee (SIFRAC)

Charge (**Advisory actions**)

The Senate Institutional Finances and Resource Allocation Committee (SIFRAC) is responsible in an advisory capacity to the Office of Planning, Budget, and Policy Analysis and inform the University Senate Council and the Staff and University Senates on the present status of the prospective changes in the finances and other resources available to the University.

The SIFRAC shall analyze public budget documents, published reports about financial and other trends, shall routinely solicit an informational session by a University financial officer on annual budget proposals and prospective intraacademic year budget cuts or modifications prior to their submission on the Board of Trustees.

SIFRAC may receive specified directions from the University and Staff Senate chairs jointly on items relative to the current fiscal situation.

SIFRAC shall meet at least once a semester with the Vice President of Planning, Budget and Policy, and it shall meet as many times as deemed necessary by SIFRAC.

Composition

SIFRAC shall be composed equally of senators appointed by the Executive Committee of the Staff Senate and approved by a majority vote of the Staff Senate, together with members chosen by the University Senate at a maximum committee size of six (6), plus the chair.

SIFRAC members optimally shall have financial and budgetary expertise relevant to University finances.

A Staff Senate member will preside as chair in even-numbered years, and a University Senate member will preside as chair in odd-numbered years.

Neither the chair nor a majority of the SIFRAC members have to be elected members of the Senate.

Special Procedures

SIFRAC shall submit an annual report. Reports of the minority are also acceptable.

1.4.2.15 Senate Reinstatement Committee (SRIC)

Charge (Final Actions)

The SRIC is responsible to make final decisions on cases of students who have been academically suspended from the University a second time, whose readmission is dependent on the recommendation of the dean of the college in which the student plans to enroll and who have petitioned the Senate Council for readmission as per SR [5.4.1.2](#).

Membership

The SRIC is comprised of the voting members of the Senate Council except if the Senate Council annually votes to name a specific subset of not less than three of its members to constitute the committee. In the latter case, if the Senate Council seeks to designate not more than one student member of the Senate Council as an SRIC member, but no student Senate Council member is available, then a student member shall be nominated to the Senate Council by the Student Government Association.

1.4.2.16 Senate UK Core Education Committee (SUKCEC)

DJ Note: Senate just amended

[US: 2/3/86; 4/14/86; 10/12/87; 4/23/2001; 5/6/2013]

Charge

[US: 11/13/2017]

The committee is responsible to:

(Final Actions)

1. It shall approve and recommend all courses which are proposed to the University Senate to fulfill the program requirements.

Note: change to style of 'shall either disapprove and stop, or forward its positive recommendation' (?)

2. It shall set policies for the granting of credit to transfer students for courses taken which are equivalent to those in the program and it shall communicate these policies to all undergraduate colleges (SR 9.19) on campus.
3. It shall maintain long-term oversight of the program, including periodic course review and program assessment to ensure that the program fulfills the learning outcomes.

(Advisory Actions)

4. It shall recommend to the Senate Council the deletion of courses (or pairs of courses) from the program that no longer seem appropriate to the program, and recommend to colleges or departments, through the Chair, such changes concerning teaching and content as it deems necessary or appropriate.
5. It shall continue to work to enhance the program and assert the program's centrality to the undergraduate curriculum through involvement in university-wide planning and policy discussions related to the program.
6. Upon the recommendation of the Undergraduate Council or upon its own initiative, it shall develop and propose changes in the structure of the program or in the requirements necessary to complete the program to the Undergraduate Council for approval and recommendation to the Senate Council and University Senate.
7. It shall report individual cases of temporary waivers of or temporary substitutions for program requirements to the Undergraduate Council.
8. All waivers of or substitutions for program requirements for particular categories of students, if approved by the Committee, shall be submitted to the Senate Council for its approval by the Senate. The Senate Council's approval of temporary waivers of or substitutions for program requirements for particular categories of students shall be final.
9. It shall set policies for the granting of credit to transfer students for courses taken which are equivalent to those in the program and it shall communicate these policies to all undergraduate colleges (SR 9.19) on campus.

Membership

[US: 11/13/2017; 2/10/2020]

This committee is not necessarily chaired by a member of the Senate or composed of a majority of members who are elected Faculty Senators, per parameters below. The UK Core Education Committee of the University Senate shall be composed of twelve (12) voting members. The

Chair shall be a tenured faculty member selected and appointed by the Senate Council. The Chair shall not have a vote except in cases of ties. "Program" refers to the UK Core (general education) program.

The University Faculty members on the UKCEC shall be appointed by the Senate Council who shall solicit nominations from the University Faculty prior to making appointments. Faculty members shall serve for staggered three-year. Each faculty member shall be eligible for reappointment for a second consecutive term, but ineligible for further reappointment until one year has elapsed. If a faculty member vacates a seat, and the Senate Council appoints a new member to complete the term, the partial term does not count toward the new member's limit of two consecutive terms. Two student members shall be appointed annually by the Senate Council from names recommended by the President of the Student Government Association.

The composition of the appointed faculty membership of the UKCEC is as follows:

- One member from the College of Arts & Sciences for the area of Composition and Communication;
- One member from the College of Communication and Information for the area of Composition and Communication;
- One member from the area of Intellectual Inquiry Arts & Creativity;
- One member from the area of Intellectual Inquiry Humanities;
- One member from the area of Intellectual Inquiry Natural/Physical/Mathematical Sciences;
- One member from the area of Intellectual Inquiry Social Sciences;
- One member from the area of Citizenship Community, Culture and Citizenship in the USA;
- One member from the area of Citizenship Global Dynamics;
- One member from the area of Statistical Inferential Reasoning; and
- One member from the area of Quantitative Foundations.

Four ex-officio, nonvoting members from the following areas will be identified by the Chair:

- Office of Assessment
- Enrollment Management
- Student and Academic Life
- University Libraries

1.4.2.17 Senate Retroactive Withdrawal Appeals Committee (SRWAC)

[US: 12/8/97; 4/13/2020]

Charge (**Final Actions**):

The Committee is responsible to decide all student requests for retroactive withdrawals as provided by SR **5.1.7.5**.

Membership

This committee is not necessarily chaired by a member of the Senate or composed of a majority of members who are elected Faculty Senators, per parameters below. The SRWAC shall consist of four members of the University Faculty and one student, plus: a sufficient number of alternates, named by the Senate Council. A representative of the Associate VP for Employment Equity, a representative of the Counseling and Testing Center, a representative from the Advising Network, a representative from the Provost Committee on Advising, and a representative from the Assistant Dean of Students directing the Disability Resource Center, will serve as *ex officio* nonvoting members of the Committee.

Special Procedures

See SR 5.1.7.5

1.4.2.18. Senate Academic Advising Committee (SAAC)

Charge: The committee is responsible to:

(Final Actions)

1. Set standards for the quality of academic advising

(Advisory Actions)

2. Regularly review the effectiveness and accountability of academic advising throughout the University
3. Make recommendations to the Senate Council regarding academic advising
4. Advise the Senate Council about all recommendations or proposals to the Senate regarding academic advising. [4/10/2000]

Membership:

This committee is not necessarily chaired by a member of the Senate or composed of a majority of members who are elected Faculty Senators, per parameters below. The SacAC shall consist of three elected faculty members from the University Senate who are currently advising students; three students (two student senators and one student at large) to be selected by the Senate Council upon the recommendation of the President of the Student Government Association; three professional advisors, selected by a process adopted by the UK Advising Network and the Senate Council; one member from the Provost Committee on Advising; and one *ex officio* member: the Associate Provost for Student and Academic Life.

Special Procedures:

See SR 4.2.1.1.1

1.4.2.19 Senate Technology Committee (STC)

[US: 2/11/2019]

Charge (**Advisory Actions**)

The Senate Technology Committee is responsible for broad concern with all issues related to information technology (IT) at UK. The STC's responsibilities include, but are not limited to:

- a. Provide a formal channel for Senate communication between faculty/students and UK Information Technology Services (ITS) and other administrative units concerning University technology infrastructures, services, policies, and procedures.
- b. Review proposals from ITS, and other administrative units, regarding University technology infrastructure, services, policies, and procedures and make recommendations to the University Senate Council concerning endorsement and change.
- c. Bring proposals and recommendations to the University Senate Council concerning any technology issue that may affect the educational objectives and mission of the University (GR IV.C.6) or concerning the application of technology to policy or procedure for faculty personnel matters (GR IV.C.7).
- d. Review and make recommendations to the University Senate Council concerning any matter in which the proposed application of technology constitutes an educational policy issue (GR IV.C.1), when the Senate Council determines that responsibility for the particular matter is not charged to any other Senate committee.
- e. Make recommendations to the University Senate Council for faculty membership on the Committee and for selection of the Committee chair.

Membership

This committee is not necessarily chaired by a member of the Senate or composed of a majority of members who are elected Faculty Senators, per parameters below. The Senate Technology Committee shall be composed of six (6) members of the University Faculty with a broad range of technological expertise and experience, and representative of multiple University colleges and departments, appointed by the Senate Council to staggered three-year terms, and one student member, appointed to a one-year term by the Senate Council in consultation with the president of the Student Government Association. Ex officio, non-voting members of the Committee shall be the UK Chief Information Officer (or that person's designee) and the chair of the Senate Committee on Distance Learning and eLearning (SCDLeL). The Committee chair must be one of the six appointed University Faculty members. The six University Faculty members and the one student member are voting members of the Committee.

1.4.2.19 Lewis Honors College

The Honors College Faculty is responsible for the following:

It has jurisdiction over the educational policies of the Honors College, including such matters as academic requirements, curricula, and course offerings in the HON series. It

also has approval of honors sections of departmental courses, undergraduate research, and service-learning courses, and academic policy components of the residential community associated with the Honors College

It shall approve (or not), or as it delegates shall supervise the approval of, all sections of existing courses which are proposed by colleges, departments, schools, or other units to fulfill the Honors curricular requirements. -

It shall establish, or as it delegates shall supervise the establishment of, guidelines for the Honors College Course Agreement between an individual Honors College student and an individual faculty person that will be used when a student wishes to complete for Honors credit an undergraduate course that has not been designated as an Honors (i.e., those not designated as HON courses or as "H" designated sections of regular undergraduate courses).

1.4.3 AD HOC COMMITTEES

Other than their temporary nature *ad hoc* committees have the same status and responsibilities as all other committees of the Senate. They shall be appointed by the Senate Council to address academic problems and issues facing the University. For example, such committees could deal with problems or issues as they arise in the areas of teaching and advising, student affairs, computer resources, continuing education, special teaching technologies and so forth. These committees expire not later than one year after their appointment unless the Senate Council acts to renew the committee's existence for another year [US: 10/12/81] [4/14/86]

1.4.4 SENATE ADVISORY COMMITTEES

1.4.4.1 Senate Advisory Committee on Faculty Code (SACFC)

DJ Note: There is a broader ongoing consideration of the posture of the Faculty Code and SACFC

Charge (**Advisory Actions**)

The SACFC is responsible for duties conferred on it by the Faculty Code (SR Section 7). These shall include the following: to receive reports of mediation efforts by the deans; to hold hearings and make findings as to violations and sanctions, if any; and to forward recommendations to the Provost.

Membership

The SACFC shall consist of:

1. A basic panel consisting of six (6) regular and three (3) alternate members together with a chair (who shall be nonvoting except in the case of a tie vote), all of whom shall be tenured members of the University faculty of at least the rank of Associate Professor, and,
2. Two separate panels, one of six (6) undergraduate students who shall have at least junior status and one of six (6) graduate and/or professional students including at least three (3) with teaching or research responsibilities.

Special Procedures: [Not included here in this draft]

1.4.4.2 Senate Advisory Committee on Privilege and Tenure (SACPT)

Charge (advisory actions)

Except for cases of dismissal for cause (subsection 2a, below), the SACPT is responsible to consider whether

1. violation of procedures (as established by University-level regulations/policies, or by the college, or by the department faculty; GR VII.A.6.c; GR VII.B.3; GR VII.E.2-5),
2. violation of privilege, or
3. violation of academic freedom,

have affected the outcome of decisions made in the processes of faculty reappointment, terminal reappointment, non-renewal of appointment, promotion and/or tenure. Cases of complaint on the substantive merit of administrative decisions in these faculty personnel processes are instead to be submitted through established administrative channels as prescribed by GR I.F.

Similarly, the SACPT does not consider complaints relating to the substantive merit of administrative decisions on salary, faculty performance review, distribution of effort, allocation of resources, etc. (for which the administrative appeal procedure of GR I.F is applicable). However, *if* an issue instead involves violation of established procedure, violation of privilege or violation of academic freedom, *and if* the petitioner *both* (i) exhausts the process of GR I.F through the level of the Provost and the issue remains unresolved and (ii) satisfies the burden of making a *prima facie* case to the SACPT that the particular violation of procedure, privilege or academic freedom is of such a nature as to potentially significantly impinge on the petitioner's reappointment, terminal reappointment, non-renewal of appointment, promotion and/or tenure, *then* the SACPT may elect to consider the case.

- * As long as the faculty employee follows the process prescribed in the above paragraph of SR 1.4.4.2.2.1, the SACPT gains jurisdiction to elect to consider allegations that "the particular violation ... is of such a nature as to potentially imping on the petitioner's ... tenure" [SREC: 2/8/2019]

For the purposes of this scope of charge to the SACPT, "academic freedom" is as defined in GR X.B.3.b (para. 1). Issues of academic freedom of an "administrator holding academic rank" relate to the individual's exercise of academic freedom in the capacity as a member of the faculty of an educational unit.

Membership

The committee will be comprised of ten tenured faculty members with expertise encompassing following way: four Regular Title Series; two Special Title Series (clinical areas); two Special Title Series (nonclinical areas); one Librarian Title Series; one Extension Title Series. For each given case, the committee Chair will identify a minimum of five members to participate in the hearing, deliberation, and disposition of the case, with the goal that in cases involving faculty at least one member will be in the same title series as the heard petitioner, and that cases will be heard during the summer as well as during the academic year. Members of this academic advisory committee are appointed by the President, as Chair of the University Senate, from nominations

submitted by the Senate Council of full-time tenured faculty employees who do not occupy a position of administrative academic supervision over faculty personnel.

Special Procedures: [Not include here in this draft]

1.4.4.3 University Senate Hearing Panel (Privilege and Tenure) (USHP)

Charge

(Advisory Actions)

The University Senate Hearing Panel consisting of fifteen (15) members shall be appointed for staggered three-year terms by the President from a list of nominees recommended by the Senate Council. From this panel an ad hoc Hearing Committee shall be chosen to hear a case arising from

1. dismissal of a faculty member with continuous tenure; or
2. dismissal of a non-tenured faculty member before the end of that person's specified term of appointment; or
3. allegation of the violation of the academic freedom of a non-tenured faculty member, an administrator, or of a terminated postdoctoral scholar, postdoctoral fellow, resident, clinical fellow, teaching assistant, or research assistant (GR X.D; AR 5:4; AR 5.5).

Membership

The Hearing Committee shall consist of five members chosen by lot from the USHP. Members shall remove themselves from a case, either at the request of a party, or on their own initiative if they deem themselves disqualified for reason of bias or conflict of interest. Each party shall have a maximum of two challenges without stated cause. If the panel should be exhausted before an acceptable committee has been obtained, five supplementary members shall be appointed to the panel by the same procedure from which members of the committee may be selected. The committee shall select its own chair.

Special Procedures: [Not include here in this draft]