



## Personnel Policies for Lincoln University

The guiding principle for these policies is *The Rules and Regulation of Lincoln University* • Chapter I University Governance: Structure and Functions • Chapter VI Administration and Finance • Chapter VIII University Employment • HRSHB 6.7.2

Effective August 13, 2009

[Letter from the President](#)

[Rules and Regulations](#)

[Adjunct Handbook](#)

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[Faculty Handbook](#)

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[Staff Handbook](#)

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# Standing Committee of the Faculty Senate

## Employees covered by this policy

This policy applies to all Faculty employees at LU and applicants of positions.

## Policy

To facilitate the work of the Faculty Senate, standing committees and sometimes special committees (ad hoc) are necessary and shall be established to study, prepare, and recommend policies on educational practice; review curriculum; and fulfill other functions as set forth in their charges. Standing committees of the Faculty Senate shall assist administrative officers in the implementation of such policies after they have been adopted. Standing committees shall serve in an advisory capacity. Policies, procedures, programs, etc., recommended by those committees shall be presented to the Faculty Senate for consideration. Upon approval, they shall be transmitted through the appropriate chain of command.

The officers of the Faculty Senate shall appoint committee chairpersons and one-third of the membership. The Executive Committee shall recommend the remaining two-thirds membership of the committees. Except for the initial appointment of the standing committees, members shall serve terms of three years. Upon appointment of any new standing committee, one-third of the membership shall serve for one year, the second third for a period of two years, and the remaining third for a period of three years.

Thereafter the appointments shall take place annually for three-year periods. The Executive Committee shall recommend committee appointments to the chair by April 1 of each academic year. As a general rule, simultaneous assignment to more than two standing Faculty Senate committees shall be avoided, although this guideline shall not prejudice the selection of any member of the Faculty Senate for such committees. The chairpersons of the standing committees, with the exception of the Executive Committee, shall serve as the Faculty Senate representation on the University Shared Governance Committee. The Faculty Senate chairperson and secretary shall serve as ex officio officers, with the Staff Council chairperson and secretary, having the duties of presiding and recording minutes, in turn or jointly, as designated by the University Shared Governance Committee.

The following are the standing committees of the Faculty Senate:

- Curriculum Committee

- Educational Policies Committee
- Executive Committee
- General Education Committee

The Curriculum Committee shall have the following functions:

- Review and approve, or reject, all changes in undergraduate courses, curricular and degree requirements proposed by academic units;
- Advise the university president on criteria for the establishment and deletion of courses and curricula;
- Coordinate its activities with those of the Educational Policies Committee and other appropriate university committees.

The Educational Policies Committee shall have the following function:

- consider policies and procedures;
- recommend policies and procedures in matters related to academic regulations.

The General Education Committee shall have the following functions:

- Recommend and/or approve revisions to the existing general education curriculum;
- Ensure that assessment measures are developed;
- Review and recommend approval or denial of proposals for new general education courses;
- Evaluate all general education courses periodically in relation to general education program objectives;
- Promote a climate for discussion about and act as a clearing house for information on general education issues;
- Keep faculty abreast of current developments in general education and the role their courses play within the larger context of general education.

All Faculty Senate standing committees shall provide minutes of all meetings to the Senate Chair (for record-keeping purposes) with copies to appropriate administrative units. The Senate may, at its discretion, charge other standing Faculty Senate committees if needs dictate.