

SENATE ACTION FORM

No. 1174

Subject: The Undergraduate Council – numbering revision

Reference to Senate Minutes dated: 01/27/2020

Senate Action:

MOTION: Amend as presented the numbering in 2-3-107(1) The Undergraduate Council

VOTE: Approved by voice vote

Response requested:

Approval for placement in University Catalog

Approval for placement in University Regulations

Recommendation to Board for placement in Board Policy Manual

None (sent as information item)

Other action requested/comments:



01/30/20

Faculty Senate Chair

Date

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Administrative review of Senate action (unnecessary for information items):

Reviewed by **VPAA/Provost**. Check if comments attached

Reviewed by **General Counsel**. Check if comments attached

Presidential action:

Approve Reject Return to Senate for discussion/modification (comments attached)

President/Designated Administrative Officer

Date

Date of Board approval (if applicable): _____

PLEASE RETURN SIGNED ORIGINAL AND ATTACHMENT TO THE FACULTY SENATE OFFICE, CARTER 2004, BOX 75.

Attachment to Senate Action #1174

Approved by the Faculty Senate

January 27, 2020

2-3-107(1) The Undergraduate Council (UGC).

- (a) The Undergraduate Council is a representative faculty council as defined in 2-3-104(3), Representative Faculty Committees, of this constitution, that is established to represent and act on behalf of the faculty in the governance of the undergraduate programs in the University and to fulfill the duties assigned to it below.
- (b) Members and Officers of the UGC.
 - (I) The UGC shall consist of one faculty representative from each college; six (6) additional faculty representatives distributed proportionally to the number of annualized undergraduate FTE students taught within the respective colleges; one (1) faculty representative from the University libraries; and up to three (3) undergraduate student(s) selected by the Student Senate, to include the Student Senate Vice President for Academic Affairs.
 - (II) Advisory (non-voting) members of the UGC shall be representatives from each of the offices of Academic Affairs, Dean of Students, Registrar, Student Financial Resources, and Admissions, and any other person(s) appointed by the chair of the UGC.
 - (III) The annualized undergraduate FTE students taught in each college shall be determined for the fiscal year in which the election occurs by the CAO. If through reapportionment, a unit loses representation, the Faculty Senate shall declare vacant the most recently filled position of the college involved.
 - (IV) The terms of office for faculty representatives shall be three calendar years, beginning July 1 of the year elected, with one-third being elected each year. The student representatives shall serve one-year terms.
 - (V) The chair and vice chair of the UGC shall be elected by the Faculty Senate for a term of three years.

decision-making.

- (IV) To recommend policies for undergraduate program review and evaluation.

(b) Members and Officers of the UGC.

- (I) The UGC shall consist of one faculty representative from each college; six (6) additional faculty representatives distributed proportionally to the number of annualized undergraduate FTE students taught within the respective colleges; one (1) faculty representative from the University libraries; and up to three (3) undergraduate student(s) selected by the Student Senate, to include the Student Senate Vice President for Academic Affairs.
- (II) Advisory (non-voting) members of the UGC shall be representatives from each of the offices of Academic Affairs, Dean of Students, Registrar, Student Financial Resources, and Admissions, and any other person(s) appointed by the chair of the UGC.
- (III) The annualized undergraduate FTE students taught in each college shall be determined for the fiscal year in which the election occurs by the CAO. If through reapportionment, a unit loses representation, the Faculty Senate shall declare vacant the most recently filled position of the college involved.
- (IV) The terms of office for faculty representatives shall be three calendar years, beginning July 1 of the year elected, with one-third being elected each year. The student representatives shall serve one-year terms.
- (V) The chair and vice chair of the UGC shall be elected for one-year terms at the first meeting in March of each year, from the members of the UGC who have continuing terms, and they shall assume office on July 1 of the year elected.

(c) Powers and Duties of the UGC. The UGC shall have the following powers and duties, provided that in the exercise of these powers all policy recommendations which could affect the University's compliance with accreditation or certification standards for teacher education programs are referred to the Professional Education Council for review.

- (I) To recommend policies governing admission, retention and exit requirements for
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- (IX) To recommend procedural rules as necessary for the implementation of undergraduate policies.
 - (X) To adopt rules of operation known as the Undergraduate Council Bylaws.
 - (XI) To ensure that adopted bylaws are consistent with the council and board descriptions found in the Faculty Constitution 2-3-101 Preamble through 2-3-113, Approval.
 - (XII) To submit written requests to the Faculty Senate Codification Committee to review any change in its bylaws prior to adopting such a change. Rationale for the revision must accompany the request for review. The Codification Committee will review the proposed bylaw change for consistency with the Constitution and will send its review results to the chair of the council or board.
 - (XIII) To function as the curriculum committee for undergraduate programs not housed in a single college in accordance with the Curriculum Approval Process (see University Regulations 3-3-501).
- (d) Relationship to Faculty Senate. The chair of the UGC shall forward to the Faculty Senate the minutes of each of its meetings in a timely manner. Each policy recommended by the UGC shall be forwarded to the Faculty Senate for approval, and unless vetoed by the Faculty Senate within 30 working days of its receipt by the Faculty Senate, which must include two regularly scheduled meetings of the Faculty Senate, shall be deemed to have been approved by the Faculty Senate.
- (e) Staff and Support Services. The Office of Academic Affairs shall provide staff and support services for the UGC.