

Effective: October 1997

**Faculty Senate
UNIVERSITY HONORS COLLEGE COMMITTEE**

Approved: as of 1997 review
Revised: March 2, 2010, Faculty Senate
April 2, 2013, Faculty Senate
December 2, 2014 Faculty Senate
Updated: January 15, 2019

Standing committee of Faculty Senate.

Membership

1. Chairperson:

- a. **Election:** Elected by Faculty Senate.
- b. **Term:** Three-year term beginning and ending at the start of the fall semester of the appropriate year.
- c. **Limits:** No more than two complete, consecutive terms may be served. Service of at-large or partial terms does not count towards the term limit.
- d. **Responsibilities:** Convenes and meets with the committee on a regular basis. Attends all Faculty Senate meetings in order to act as a liaison regarding all business pertaining to the committee. Submits an annual written report, outlining the membership and work of the committee.
- e. **Voting:** Chairperson is a non-voting member except when there is a tie.

2. Faculty Representatives: Two members from each of the four academic units (Education, Humanities, Social Sciences, Science and Mathematics) and one non-college member.

- a. **Election:** Members are elected on a staggered schedule by and from each academic unit. During the spring semester and upon request from the UHCC Chair, the dean or designee conducts the election in the appropriate unit(s) and the provost or designee conducts the election for the non-school representative.
- b. **Term:** Three-year terms beginning and ending at the start of the fall semester of the appropriate year.
- c. **Limits:** No more than two complete, consecutive terms may be served. Service of at-large or partial terms does not count towards the term limit. No two members, not including the chairperson, may be elected from the same department.

- d. **Voting:** Faculty Representatives are voting members.
- 3. **Student Representatives:** Four student representatives.
 - a. **Election:** Two members are elected by the Student Senate and two members elected by the Honors College Student Association. Both elections take place at the beginning of the fall semester. The Director of the Honors College or designee conducts the election in the Honors College Student Association.
 - b. **Term:** One-year term.
 - c. **Limits:** Student representatives must be members in good standing in the University Honors College program. No limit on terms served.
 - d. **Voting:** Student Representatives are voting members.
- 4. **Ex Officio Members:** Director of the Honors College and the Provost.
 - a. **Designees:** One designee may serve in lieu of each Ex Officio member.
 - b. **Voting:** Ex Officio members/designees are non-voting members.
- 5. **Honorary Members:** With the approval of the UHCC committee by a simple majority vote, the chair can invite (a) Faculty member(s) to attend (a) meeting(s) as a non-voting member.

Functions (Program Operation and Evaluation)

- 1. At the discretion of the Provost, the UHCC may solicit and receive nominations for the position of the Director of the University Honors College. They review the applications and recommend eligible candidates for the President's or designee's consideration. The President or designee appoints the director from the recommended candidates.
- 2. At the discretion of the Director of the Honors College, the UHCC may recommend courses to be included in the program.
- 3. At the discretion of the Director of the Honors College, the UHCC may provide feedback on the appropriateness of experimental honors courses offered on a one-time basis with departmental designation.
- 4. All courses to be made a permanent part of the University Honors College shall be approved by the UHCC. New courses must also follow the regular university approval process.
- 5. Recommendations for change in academic policy matters pertaining to the University Honors College must be approved by the UHCC and submitted to Faculty Senate for approval.
- 6. The Chairperson of the UHCC regularly reports to Faculty Senate and, when deemed necessary, may request the Director of the Honors College to report to Faculty Senate.

Document History

Revised: March 16, 2010 by Faculty Senate and APSCUF

Revised: April 2, 2013 by Faculty Senate

Revised: December 2, 2014

Updated January 15, 2019