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Part I - General Procedures of University Council

I. Eligibility of Faculty for Election to the University Council and Standing Committees

A. Any member of the faculty is eligible for election to the University Council. Where specified, membership on certain committees is limited to faculty with academic rank.

II. Term of Office and Expectation of Attendance

A. The term of regularly elected members of the Council shall commence July 1 following election and continue until June 30 three years later.

B. Members who do not attend or send a substitute to two consecutive meetings of the University Council are notified by the Registrar's Office that they will forfeit their membership if they miss or do not send a substitute to a third consecutive meeting. When a member forfeits their membership, the school/college/unit they represent shall elect or appoint a replacement as appropriate.

III. Election and Appointment Procedures

A. Election of Council members by each School or College shall occur by February 15. The Secretary of the Council will notify the Deans of the upcoming Council election. The Deans will notify the faculty giving ten days notice.

B. Ex officio voting members of the Council shall consist of the President of the University, who shall be the chair and presiding officer of the Council; no more than six Senior Vice Presidents and Vice Presidents; the Deans of the schools and colleges; the Associate Provost and University Librarian; the Registrar, who shall be the Secretary of the Council; the President of Student Government Association; the President of the Graduate Student Association; the President of the UGA Staff Council; the President of the UGA Postdoctoral Association; and the President of the UGA Alumni Association. Elected faculty, staff and students shall constitute the remainder of the Council.

C. Ex officio non-voting members shall consist of the Vice President of the Student Government Association and the Vice President for Development and Alumni Relations.

D. One faculty member shall be elected by the faculties of each of the several schools and colleges. Faculty members shall vote in the school or college in which they are a member. A number of additional members shall be elected by the faculties of each of the schools and colleges, one for each twenty full-time faculty members, other than county extension personnel, rounded to the nearest multiple of 20. Multiples of 10 that are not multiples of 20 shall be rounded down. The Senior Vice President for Academic Affairs and Provost shall annually determine under this formula the number of extra members.

E. In addition, the Senior Vice President for Academic Affairs and Provost, and the Vice Presidents for Instruction, Student Affairs, Research, and Public Service and Outreach shall each have two Council members elected from and by faculty from the corps of instruction who do not hold academic rank (e.g., public service personnel, research associates, librarians, etc.). A number of additional members shall be elected by the faculties of each Administrative Unit, one for each twenty

faculty members rounded to the nearest multiple of 20 (multiples of 10 that are not multiples of 20 shall be rounded down).

F. The Executive Committee may also appoint to the Council a maximum of six additional members to staggered three-year terms on the basis of race, gender, or ethnic origin.

G. Students shall be elected to the University Council, apportioned as follows: one from each of the schools and colleges, except for Arts and Sciences (which shall have six) and the Graduate School (which shall have two). Students elected by the schools/colleges may be graduate or undergraduate status with the exception of Graduate School representatives who must be graduate status. Students of sophomore status or above, in good academic standing, may stand for election to the Council for a one-year term and may stand for election to one additional term only. Each spring the Vice President for Student Affairs shall poll the schools and colleges to determine whether they wish to conduct the election of student Council members. Schools or colleges which wish to conduct their own elections shall file an election plan with the Student Affairs Committee of the Council. Other schools or colleges will have the Vice President for Student Affairs conduct elections for them, according to a plan approved by the Committee on Student Affairs and the Executive Committee of the Council. The Vice President for Student Affairs may, with the approval of the Executive Committee and the Committee on Student Affairs, transfer in whole or in part the responsibility for conducting elections of student Council members to the Student Government Association. Elections will be conducted in the spring of each year prior to the August in which student terms on the Council begin.

H. The Staff Council shall have nine representatives on the University Council. One of these, the Staff Council President, will be an ex officio voting member of the University Council, and the remaining eight shall be elected by the Staff Council. These staff elected to the University Council will serve three-year terms.

I. The Secretary of the University Council shall monitor the membership of the standing committees for vacancies which occur as the terms of current committee members expire. Each spring semester, with the oversight of the Committee on Statutes, Bylaws, and Committees, the Secretary shall solicit nominations for these vacancies, prepare ballots, and provide for an election. There shall be a one-week period between the sending of the ballots and the deadline for receiving them. Results will be announced by the end of April. No committee member shall be allowed to represent more than one school or college.

J. Student members on committees shall be elected from and by the student members of the Council, at a meeting convened at the beginning of the fall semester by the Vice President for Student Affairs.

K. In the event that any election results in a tie, an electronic run-off election shall be conducted no later than one week after notification of the tie, and there shall be a one-week period between sending of the ballots and the deadline for receiving them. Results will be announced within one week of the deadline for receiving the ballots.

IV. Meetings

A. Regular meetings: The University Council will schedule at least three meetings each semester of the regular academic year. The presiding officer will set the time and place of meetings.

B. Meeting times: Regular meetings will normally be held during the normal academic year when all schools and colleges are in session.

C. Special meetings: Special meetings shall be called in any of the following ways: 1. By the presiding officer 2. By majority vote of the Executive Committee 3. By written petition, signed by twenty or more Council members, addressed to the presiding officer.

D. Electronic meetings: The presiding officer shall determine whether meetings of the University Council will be held face-to-face or electronically.

E. Agenda: The agenda for each meeting along with pertinent information on items the Council will discuss shall normally be published on the Council web site and distributed electronically to the Council members at least ten days in advance of regularly scheduled meetings. An e-mail notice containing the link to the agenda will be sent to Faculty, Staff, and Student listservs. Items not on the announced agenda may be added by the Executive Committee prior to the meeting, or they may be added at the meeting by a two-thirds vote of members present and voting.

F. Voting: Only those members present at a meeting shall vote. Substitute members may vote after registering with the secretary prior to the meeting. No person can represent more than one member at a meeting. Substitutes must be a member of the same group (student, staff, or faculty) as the Council member for whom they are substituting.

G. Quorum: A simple majority of the voting members of the Council shall constitute a quorum. Motions may be passed by a majority of those present and voting. The Council may not conduct normal business if a quorum is called and found lacking.

H. Visitors: Non-members shall be seated separately from the Council so as not to interfere with normal deliberations. All meetings shall be conducted in accordance with the Georgia Open Meetings Law. Non-members who wish to address the Council shall request permission to do so from the Executive Committee, prior to the meeting, or from the presiding officer during the meeting. Any Council member may move that a non-member be allowed to speak, though such motion must pass with a two-thirds vote.

I. Minutes: Copies of the minutes of each meeting shall be sent electronically to all University Council members and placed on the Council web site. An e-mail notice with the appropriate link to the minutes will be sent to Faculty, Staff, and Student listservs.

J. Order of Business: The order of business of regular meetings by the University Council shall be as follows:

1. The presentation of the minutes of the last meeting of the Council, their corrections, if any, and their adoption.
2. Report from the University President and discussion thereof.
3. Report from the Chair of the Executive Committee and discussion thereof.
4. Reports from other standing committees and discussion thereof.
5. Reports from special committees and discussion thereof.

6. Report from the Staff Council and discussion thereof.
7. Report from the Student Government Association and discussion thereof.
8. Action Items.
9. Information Items/General Discussion.
10. Old business.
11. New business.

K. Parliamentary Procedure: All questions of parliamentary procedure shall be governed by the latest edition of Robert's Rules of Order unless such Rules are inconsistent with these Bylaws.

L. All actions of the University Council are subject to the approval of the President of the University. Actions of the University Council will be deemed approved unless the President vetoes such actions within four weeks. A veto shall be in writing and delivered to the Chair of the Executive Committee. The University Council, by majority vote taken prior to the end of the subsequent academic semester (excluding summer semester), may direct the Executive Committee to appeal a veto to the Board of Regents.

V. Amendments to the Bylaws

A. The University Council shall have the power to amend its bylaws providing that such amendments be approved by a majority of the votes cast at two successive meetings of the Council.

Part II - Basic Charge to Standing Committees

I. Each Committee shall review established policies and their administration and shall offer such recommendations as it deems necessary.

II. The Chair of each Committee shall hold an election among committee members for the following year's Chair by July 1. The new Chair shall convene the initial meeting of the committee within the first three weeks of the Fall Semester. Each standing committee shall meet at least once each semester during the regular year, except for the Faculty Grievance Committee which shall meet on an as needed basis. The Chair of the Committee shall determine whether committee members will meet face-to-face or electronically. Special meetings of standing committees shall be called in either of the following ways: 1. By the chair of the committee 2. By written petition, signed by 10% of the committee members, addressed to the committee chair.

III. Reports providing information and results of investigations shall be submitted to the Executive Committee for inclusion on the agenda. Each Committee will specifically report on the disposition of all items referred to it.

IV. Recommendations to the Council shall be submitted to the Executive Committee for inclusion on the agenda.

V. Minutes of each committee meeting shall be furnished to the Secretary of the Council who shall make them available to the University community electronically.

VI. Committee meeting times shall be posted by the committee chair on the University's master calendar.

VII. Parliamentary Procedure: All standing committees shall default to Parliamentary Procedure unless exceptions are stipulated in a committee's bylaws. All questions of

parliamentary procedure shall be governed by the latest edition of Robert's Rules of Order.

Part III - Standing Committees: Membership, Functions, and Duties

I. University Council Executive Committee

The agenda and other pertinent materials shall be distributed electronically to each Council member and posted on the Council web site at least ten days prior to any Council meeting. An e-mail notice containing the link to the agenda will be sent to Faculty, Staff, and Student listservs.

A. Membership

Faculty: One voting member of the University Council Executive Committee shall be elected from the faculty of each School or College, except for the College of Agricultural and Environmental Sciences (which shall have two members), the Franklin College of Arts and Sciences (which shall have four members), and the College of Education (which shall have two members). Faculty on the Executive Committee shall be elected from and by the University Council faculty representatives of their respective Schools or Colleges and shall serve three-year terms, even if their term of membership on the University Council expires prior to their term of service on this committee. **Students:** The president of the Student Government Association and the president of the Graduate Student Association shall serve as voting members.

Staff: The President of the UGA Staff Council shall serve as a voting member.

Administration: The Senior Vice President for Academic Affairs and Provost, and the Secretary of the Council shall serve as voting members.

Executive Committee Chair: The Chair of the Executive Committee shall be the immediate past Chair-Elect of the Executive Committee. Each year the Executive Committee shall choose a new Chair-Elect from among the elected faculty members of the Committee who have at least one year of previous service on the Executive Committee (which could be from a previous term) and at least two years remaining on their committee term. The Chair shall serve as Grand Marshal of the University, shall represent the faculty of the University on external bodies that requires representation of Faculty Senate Leaders, and shall be an ex-officio member of the Board of Directors of the Alumni Association and an ex-officio voting trustee of the University of Georgia Foundation. With the advice of the members of the Executive Committee, the Chair shall constitute and charge any ad hoc committees approved by the Council. The Chair shall call an orientation meeting of all chairs of all University Council standing committees prior to or during the first week of Fall Semester.

B. Duties

1. To consider, recommend, and report to the University Council rules and regulations on general educational policy and matters dealing with the

general welfare of the entire University within the powers of the Council under Article V, Section 2 of the Statutes of The University of Georgia.

2. To review, at least annually, the content and organization of the public facing information on the University Council's website and make recommendations for appropriate action to the Council.
3. To fill unexpired terms on any standing committees of the Council. When filling a committee vacancy formerly occupied by an elected representative of a particular school or college, the Executive Committee shall seek the recommendation of that school or college concerning a suitable replacement.
4. To confirm the members of the Program Review and Assessment Committee in accordance with the University's Program Review Policy.
5. To appoint a faculty representative to the UGA Retiree Association.
6. To elect a member of the Executive Committee to serve a three-year term on the University System of Georgia Faculty Council who will report on a regular basis to both the Executive Committee and the University Council at their meetings. The representative's term on the USG Faculty Council shall continue even if their term of membership on the Executive Committee expires.
7. To recommend for the Council's approval such ad hoc committees as it deems necessary.
8. To receive and prepare agenda items from the following sources for the Council when such items fall within the powers and jurisdiction of the Council as defined in Article V, Section 2 of the Statutes of the University of Georgia.
    a. Items received from the following sources will be placed on the Council agenda:
        1. Items from the President of the University.
        2. Items endorsed by the signatures of fifty or more faculty members.
        3. Items approved by a two-thirds vote of the University Council.
    b. Items received from any of the standing or ad hoc committees of the Council, including the Executive Committee, will be placed on the University Council agenda, unless the Committee decides, by a two-thirds majority vote, to refer the item back to committee for reconsideration or further development.
    c. Items received from the following sources will be referred to the appropriate standing committee unless unusual or urgent circumstances merit prompt presentation to the Council or unless the Committee decides to refer the item back to the original source for reconsideration or further development. Each decision requires a majority vote.
        1. Items received from the faculty of any of the schools or colleges of the University or from the duly constituted representative body of any school or college.

2. Items received from the Staff Council.
3. Items received from the official governing organizations of the student body.
4. Items received from any person or group not provided for above.

9. To act, in matters of particular urgency, on behalf of the full Council, as authorized under Article V, Section 2 (6) of the Statutes of the University of Georgia. Actions taken in this manner shall be reported to the Council at its next meeting and confirmed or revoked by a majority vote.
10. To oversee the activities of the Council and to ensure that it implement and observe faithfully the provisions of these bylaws.

II. Committee on Facilities

A. Membership

Faculty: One voting member of the Committee on Facilities shall be elected from the faculty of each School or College, except for the Franklin College of Arts and Sciences, which shall have two voting members, one representing the Arts and Humanities and the other the Sciences. Faculty may be elected from within or outside the University Council and shall serve three-year terms.

Students: One undergraduate student and one graduate/professional student shall be elected as Committee members from and by the student members of the University Council. The student members may be elected from within or outside the University Council. These students shall serve one-year terms as voting members.

Staff: Two staff members, elected by the Staff Council, shall serve three-year terms as voting members.

Administration: The Associate Vice President for Facilities Management Division, the Chief of the UGA Police Department, the Associate Vice President for Facilities Planning and University Architect, and the Vice President for Student Affairs shall serve as voting members.

Committee on Facilities Chair: The Chair of the Committee on Facilities shall be elected each year from among the faculty and staff members on the committee.

B. Duties

1. To review and evaluate policies concerning campus planning, the use of University land and facilities, and campus safety and to recommend necessary changes to the Council, the President, and appropriate offices.

III. Committee on Intercollegiate Athletics

A. Membership

Faculty: Nine voting members shall be on the Committee on Intercollegiate Athletics. Of these nine members, one shall be the University Council representative to the UGA Athletic Association Board of Directors serving on the Executive Committee of the Board, and one shall be the Faculty Athletics Representative appointed by the President. Seven members shall be elected from and by the elected faculty members of the University Council and shall serve three-year terms, even if their term of membership on the University Council

expires prior to their term of service on this committee.
Students: One undergraduate student and one graduate/professional student shall be elected as Committee members from and by the student members of the University Council. In addition, the President of the Student-Athlete Advisory Council shall serve on the Committee. The elected students shall serve a one-year term as voting members.
Administration: The Athletic Director, or an appointed representative, shall be a non-voting member.
Committee on Intercollegiate Athletics Chair: The Chair of the Committee on Intercollegiate Athletics shall be elected each year from among the faculty members with academic rank on the Committee. However, the Faculty Athletics Representative appointed by the President is not eligible to serve as Chair.

B. Duties
   1. To meet with the Athletic Director of the University of Georgia Athletic Association to review the Athletic Association policies and plans pertinent to the University program of student involvement in intercollegiate athletics.
   2. To meet with the Associate Athletic Director for Student Services and the Compliance Coordinator of the University of Georgia Athletic Association to review admission and transfer criteria for student athletes and the University of Georgia's compliance with NCAA rules and regulations. The Committee will report to Council on the academic progress of student-athletes at least once a semester.
   3. To provide an annual written review of the Academic Support Group of the Athletic Association, mandated by the NCAA. The review will consist of the results of interviews with academic counselors, student-athletes, and an evaluation of the facilities and policies of the Academic Support Unit.
   4. To formulate and recommend to the Council and the Athletic Association any changes in the present University program of intercollegiate athletics.

IV. Committee on Statutes, Bylaws, and Committees

A. Membership
Faculty: Of the five voting members on the Committee on Statutes, Bylaws, and Committees, four shall be elected from and by the elected faculty members of the University Council. The fifth member shall be the immediate past Chair of the Executive Committee, and this member shall serve a one-year term. The other members shall serve three-year terms, even if their term of membership on the University Council expires prior to their term of service on this committee.
Committee on Statutes, Bylaws, and Committees Chair: The Chair of the Committee on Statutes, Bylaws, and Committees shall be elected each year from among the faculty members with academic rank on the Committee.

B. Duties
   1. To review, at least annually, the Statutes of the University and the Bylaws of the University Council for possible changes in intent and wording. Changes will be recommended to the Executive Committee for appropriate action by the Council.

2. To receive and consider suggestions for changes in the Statutes and Bylaws that may be made by the Executive Committee, any of the other standing committees, or any member of the Council. Changes will be forwarded to the Executive Committee for appropriate action.
3. To provide oversight to the Secretary of the Council in providing for elections to standing committees.

V. Committee on Student Experiences

A. Membership

Faculty: Nine voting members of the Committee on Student Experiences shall be elected from and by the elected faculty members of the University Council. Among these nine members, at least one and not more than two, must come from the Franklin College of Arts and Sciences and no more than one may come from any other School or College. Faculty shall serve three-year terms, even if their term of membership on the University Council expires prior to their term of service on this committee.

Students: Six students, at least one of whom must be a graduate/professional student, shall be elected from and by the student members of the University Council. These students shall serve a one-year term as voting members.

Staff: Two staff members, elected by the Staff Council, shall serve three-year terms as voting members.

Administration: The Vice President for Student Affairs shall serve as an ex-officio voting member.

Committee on Student Experiences Chair: The Chair of the Committee on Student Experiences shall be elected each year from among the faculty members with academic rank on the Committee.

B. **Student Ombudsperson:** The UGA Student Ombudsperson shall serve as an ex-officio non-voting member engaging the work of the Committee in their work to serve as an independent, neutral, and informal resource for UGA students.

C. Duties

1. To recommend to the Council policies, rules, and regulations affecting student experiences, including but not limited to success, activities, and behavior.
2. To investigate and report on any student issue which the Council may wish the Committee to consider or which the Committee itself believes worthy of consideration.
3. To advise University units and organizations on student experiences, especially on long-term planning, and advocate on issues related to student experiences.

VI. Curriculum Committee

A. Membership

Faculty: One voting member of the Curriculum Committee shall be elected from the faculty of each School or College, except for the Franklin College of Arts and Sciences, which shall have two faculty members, one representing the Sciences and the other the Arts and Humanities. Faculty must hold the terminal degree for

their discipline. Faculty may be elected from within or outside the University Council and shall serve three-year terms.

Students: One undergraduate and one graduate/professional student shall be elected as Committee members by the student members of the University Council. The student members of the Curriculum Committee may be elected from within or outside the University Council. They shall serve a one-year term as voting members.

Administration: The Senior Vice President for Academic Affairs and Provost, or an appointed representative, shall be a non-voting member.

Curriculum Committee Chair: The Chair of the Curriculum Committee shall be elected at the last meeting of each year from among the faculty members with academic rank on the Committee by those with voting privileges. The Chair of the Curriculum Committee shall vote on committee matters only in the case of a tie. Upon election of the Chair, a replacement faculty representative shall be elected from the Chair's School or College.

B. Duties

1. To review all changes in course offerings, although the primary responsibility for initiating the modification, addition, and deletion of courses shall reside with the various schools and colleges.
2. To review recommendations from the various schools and colleges regarding the establishment, major modification, including the change of the name of a course, section, division or department, or discontinuance of any degree program and to recommend action to the University Council.
3. To advise the Council and the President on the establishment or discontinuance of schools or colleges in the University.
4. To consider and recommend to the Council action on other curricula matters which may affect the University as a whole or relations between two or more schools or colleges.

VII. Educational Affairs Committee

A. Membership

Faculty: Faculty shall serve three-year terms, even if their term of office on the University Council expires prior to their term of service on this committee.

Students: One undergraduate student and one graduate/professional student shall be elected as Committee members from and by the student members of the University Council. These students shall serve a one-year term as voting members.

Administration: The Senior Vice President for Academic Affairs and Provost, or an appointed representative, shall be a voting member.

Educational Affairs Committee Chair: The Chair of the Educational Affairs Committee shall be elected at the last meeting of each year from among the faculty members on the Committee.

Faculty with academic rank: Thirteen voting members shall be elected from and by the elected faculty members with academic rank on the University Council. The distribution of representation among the schools and colleges shall be

reexamined every three years, taking into consideration the proportion of undergraduate enrollment. Currently, the representation shall be as follows:

- Franklin College of Arts and Sciences - 2 members
- Terry College of Business - 2 members
- College of Education - 1 member
- College of Family and Consumer Sciences - 1 member
- Grady College of Journalism and Mass Communication - 1 member
- School of Public and International Affairs - 1 member
- College of Engineering - 1 member
- College of Agricultural and Environmental Sciences - 1 member
- Warnell School of Forestry and Natural Resources and Odum School of Ecology - 1 member
- College of Environment and Design, College of Public Health, and School of Social Work - 1 member
- College of Pharmacy, College of Veterinary Medicine, and School of Law - 1 member

B. Duties

1. To consider and recommend to the Council educational policies dealing with registration procedures, class times and periods, academic advising, and the like.
2. To consider and recommend to the Vice President for Instruction, by conclusion of the Fall semester, an academic calendar formed in part with the input of the University Council.
3. To hear academic student petitions, including grade appeals.
4. To hear from the Division of Academic Enhancement Student Issues Committee.

VIII. Faculty Admissions Committee

A. Membership

Faculty with academic rank: One voting member of the Faculty Admissions Committee shall be elected from the faculty with academic rank of each School or College which enrolls undergraduate students, except for the Franklin College of Arts and Sciences, which shall have three members. Faculty may be elected from within or outside the University Council and shall serve three-year terms.

Students: One student shall be elected as a Committee member from and by the student members of the University Council. This student shall serve a one-year term as a voting member.

Administration: The Senior Vice President for Academic Affairs and Provost, the Vice President for Instruction, the Vice President for Student Affairs, the Director of Undergraduate Admissions, the Director of the Honors Program, the Director of Institutional Research, and one representative each from Counseling and Psychological Services, University Testing Services, and the Academic Enhancement program shall serve as non-voting members.

Faculty Admissions Committee Chair: The Chair of the Faculty Admissions Committee shall be elected each year from among the elected faculty members on the Committee by those with voting privileges.

B. Duties

1. To establish policies for undergraduate admissions, with the advice and consent of the President.
2. To provide recommendations concerning the admission to the University of any student not meeting minimum admission requirements, and in the case of approval to justify each such admission in writing to the Executive Committee.
3. With the assistance of a committee of Academic Enhancement faculty, to monitor and enforce policies and procedures for the admission of students to Developmental Studies, a component of Academic Enhancement. Authority for admissions to Developmental Studies shall rest with the Faculty Admissions Committee.
4. To monitor policies and procedures by which students exit Developmental Studies and gain admission to standard University programs.
5. To require the President to inform in writing the Faculty Admissions Committee and the Executive Committee the reasons for not accepting a recommendation from the Faculty Admissions Committee.

IX. Faculty Affairs Committee

A. Membership

Faculty: One voting member of the Faculty Affairs Committee shall be elected from tenured faculty of each School or College, except for the Franklin College of Arts and Sciences which shall have two tenured faculty members, one representing the Sciences and the other the Arts and Humanities. These faculty will also serve as the membership of a Faculty Affairs Tenured subcommittee. These members will be joined by six faculty with non-tenure track appointments to comprise the entirety of the Faculty Affairs Committee. Tenured faculty who represent Schools and Colleges shall be elected from and by the elected faculty members of the University Council representing those Schools and Colleges and shall serve three-year terms, even if their term of membership on the University Council expires prior to their term of service on this committee. One non-tenured track appointment will come from each of the following faculty career tracks: Research Scientists, Public Service Faculty, Librarians, Lecturers, Clinical Faculty, and Academic Professionals. Non-tenure track faculty shall be elected from the members of University Council that have a minimum of five year residency at the university in a full-time status by full-time non-tenure track faculty of the same faculty rank at the university. No more than two non-tenure track representatives can originate from any single college. Non-tenure track faculty members elected to this committee shall serve three-year terms, even if their term of membership on the University Council expires prior to their term of service on this committee.

Faculty Affairs Committee Chair: The Chair of the Faculty Affairs Committee shall be elected each year from among the tenured members on the Committee. The Chair will also serve as the role of Chair for the Faculty Affairs Tenure subcommittee. The FAC chair may delegate tenure-related additional items or matters to the Tenured Faculty Subcommittee.

B. Duties

1.To review and recommend policies on matters of faculty concern related to faculty productivity and evaluation, including but not limited to activities and programs, appointment, promotion and tenure, post tenure review and academic freedom.

X. Faculty Grievance Committee

A. Membership

Faculty with academic rank: The seven voting members on the Faculty Grievance Committee shall be elected by the elected faculty members of the University Council. No more than two members shall be from any one School or College. Faculty may be elected from within or outside the University Council and shall serve three-year terms.

Faculty Grievance Committee Chair: The Chair of the Faculty Grievance Committee shall be elected each year from among the members on the Committee.

B. Duties

1. To receive and evaluate requests for grievance resolution and to decide how to act on those requests.
2. To conduct inquiries into faculty grievances and to attempt the resolution of these grievances in consultation with the parties involved, and to issue reports and recommendations to the President regarding the grievances it has considered.
3. To consider appeals of cases heard by grievance committees in the schools and colleges and to issue reports and recommendations to the President regarding the grievance appeals it has heard. In most instances, individuals must first seek resolution of their grievances through grievance procedures available in the schools or colleges, when those procedures are available, before seeking resolution in the Committee.
4. To establish, maintain, and publish procedures by which the above duties are conducted. The procedures are available at the University Council website.

C. Excluded Matters

The following matters are not grievable to the committee:

1. Matters covered under the UGA Non-Discrimination and Anti-Harassment Policy (NDAH). Individuals with potential claims under the NDAH Policy should contact the EOO or a University Ombudsperson.
2. Matters (like NDAH matters) that are assigned by University or Board of Regents rules, policies or procedures to other entities.
3. Pursuant to the Board of Regents policy, a grievance also will not be available to dispute:
    a. promotion and tenure decisions
    b. performance evaluations
    c. hiring decisions

d. classification appeals
e. challenges to grades or assessments
f. challenges to salary decisions
g. challenges to transfers or reassignments
h. termination or layoff because of lack of work or elimination of position
i. investigations or decisions reached under the Institution's Harassment Policy
j. normal supervisory counseling

XI. Faculty Post-Tenure Review Appeals Committee

A. Membership

Faculty with academic rank: One voting member of the Committee shall be elected by the tenured faculty of each School and College. All committee members shall be tenured, hold the rank of Professor, and serve three-year terms. While serving on this Committee, faculty cannot serve on other post-tenure review committees at the school, college, or university level. Committee members may be elected from within or outside the University Council.

Faculty Post-Tenure Review Appeals Committee Chair: The Chair of the Committee shall be elected each year from among the members of the Committee and shall be a voting member.

B. Duties

1. To hear appeals after an unfavorable post-tenure review assessing a faculty member's progress on a Performance Improvement Plan, an unsuccessful Corrective Post-Tenure Review, and/or the associate remediation plan.
2. To prepare and annually review the Committee's Operating Policy and procedures for the handling of appeals, review the impact of post-tenure review with respect to academic freedom, and then to recommend appropriate changes to the University Council.
3. To ensure compliance with the University's Policy for Review of Tenured Faculty.
4. To conduct all deliberations in confidence. Other than discussions with staff members assisting the Committee, members of the Committee may not discuss an appeal with anyone who is not on the Committee.
5. To verify that information about the Committee and its Operating Policy on the Provost's website is current.

XII. Faculty/Staff Parking Appeals Committee

A. Membership

Faculty: Two voting faculty members shall be elected from among the faculty members of the University Council to serve for three-year terms even if their membership on University Council expires prior to their term of service on this committee.

Staff: Two voting staff members, elected by the Staff Council, shall serve three-year terms even if their membership on the Staff Council expires prior to their

term of service on this committee.
Administration: One ex-officio, non-voting Parking Services employee representative shall be appointed to the committee by the Auxiliary Service Director of Transportation and Parking Services and shall serve for a one-year term.
Faculty/Staff Parking Appeals Committee Chair: The Chair of the Faculty/Staff Parking Appeals Committee shall be elected each year from among the faculty and staff members on the Committee by those with voting privileges.

B. Duties

0. To consider all appeals from faculty and staff concerning parking tickets and fines at The University of Georgia. Tie votes by the committee shall be regarded as a denial of appeal. The President of the University has delegated authority to this committee to make final institutional decisions on faculty and staff traffic and parking appeals.

XIII. Human Resources Committee

A. Membership

Faculty: One voting member of the Human Resources Committee shall be elected from the faculty of each School or College, except for the College of Agricultural and Environmental Sciences (which shall have two members), the Franklin College of Arts and Sciences (which shall have four members), and the College of Education (which shall have two members). Faculty who represent Schools and Colleges shall be elected from and by the elected faculty members of the University Council representing those Schools and Colleges and shall serve three-year terms, even if their term of membership on the University Council expires prior to their term of service on this committee.
Faculty elected under Part V, III, D: Those elected under Part V, III, D shall elect one voting member from among themselves. This member shall serve a three-year term, even if this member's term on the University Council expires prior to the term of service on this committee.
Staff: Three staff members, elected by the Staff Council, shall serve three-year terms as voting members.
Postdoctoral Appointee: One postdoctoral appointee, elected by the Postdoctoral Association, shall serve a one-year term as a voting member.
Administration: The Associate Vice President for Human Resources shall serve as a voting member.
Human Resources Committee Chair: The Chair of the Human Resources Committee shall be elected each year from among the faculty and staff members on the Committee.

B. Duties

1. To review and recommend policies related to faculty and staff benefits, including but not limited to leave programs, retirement programs, health and life insurance programs, emeritus faculty benefits, and other human resource matters.
2. To review and recommend policies related to gender and equity issues.

XIV. Information Technology Committee

A. Membership

Faculty: One voting member of the Information Technology Committee shall be elected from the faculty of each School or College, except for the Franklin College of Arts and Sciences, which shall have two voting faculty members, one representing the Arts and Humanities and the other the Sciences. Faculty may be elected from within or outside the University Council and shall serve three- year terms.

Students: One undergraduate and one graduate/professional student shall be elected by the student members of the University Council. The student members may be elected from within or outside the University Council. They shall serve one-year terms on the committee as voting members.

Staff: Two staff members, elected by the Staff Council, may be elected from within or outside the University Council. They shall serve three-year terms on the committee as voting members.

Administration: The Vice President for Information Technology shall be an ex-officio non-voting member of the committee.

Information Technology Committee Chair: The Chair of the Information Technology Committee shall be elected each year from among the faculty and staff members of the committee by July 1 for the following year.

B. Duties

1. To consult with and advise the Office of the Vice President for Information Technology on existing strategies, priorities, and policies regarding University information technology and how they compare to those at other USG and peer and aspirational institutions.
2. To advise the VPIT in evaluating and adopting new information technology.

XV. Program Review and Assessment Committee

A. Membership

The Program Review and Assessment Committee will consist of 36 UGA senior faculty confirmed by the University Council Executive Committee to serve two-year terms running from August 1 through July 31. The composition of the committee should be proportional to the number of degree programs, review units, and senior faculty in each school or college. The following distribution of faculty on the Program Review and Assessment Committee takes these values into account:

#Faculty on PRAC	School, College, Administrative Division
4	College of Agricultural and Environmental Sciences
10	Franklin College of Arts and Sciences
3	Mary Frances Early College of Education
2	Terry College of Business
2	College of Veterinary Medicine

2	College of Family and Consumer Sciences
1	College of Public Health
1	School of Public and International Affairs
1	Grady College of Journalism and Mass Communication
1	School of Social Work
1	College of Engineering
1	College of Pharmacy
1	School of Law
1	Warnell School of Forestry and Natural Resources
1	College of Environment and Design
2	Public Service Faculty
1	Odum School of Ecology
1	Affiliate of a Center or Institute (may be from any College or School or fully

All members of the Program Review and Assessment Committee should be members of the two highest ranks in any given classification of faculty. At least 18 members should be on the Graduate Faculty. The members should be appointed in such a way that 18 rotate off each year. Members are not required also to be members of the University Council. No members should be appointed for more than two consecutive terms without first rotating off the committee for a two-year term.

Program Review and Assessment Committee Chair: A chair from the returning members will be elected by July 1. A chair-elect from the new members will be elected at the beginning of each academic year with the expectation that the chair-elect will accept a nomination for Chair in the second year of appointment.

B. Duties

1. To oversee all matter directly related to the substantive elements of academic program reviews, including establishment of review criteria and guidelines, oversight of review teams, and considering, approving, and forwarding the review team reports and recommendations.
2. To participate in program reviews as members of program review teams.
3. To oversee policies and procedures related to student learning outcomes assessment of undergraduate and graduate academic programs.
4. To evaluate student learning outcomes assessment plans and reports and provide feedback to programs on assessment practice.

XVI. Strategic Planning Committee

A. Membership

Faculty: Seven voting members of the Strategic Planning Committee shall be elected by the elected faculty members of the University Council. No more than

two members shall be from any one School or College. Faculty may be elected from within or outside the University Council and shall serve three-year terms.
Students: One undergraduate student and one graduate/professional student shall be elected as Committee members by the student members of the University Council. These students may be elected from within or outside the University Council. They shall serve a one-year term as voting members.
Staff: One staff member, elected by the Staff Council, shall serve a three-year term as a voting member.
Administration: The Vice Provost for Academic Affairs shall be a voting member.
Strategic Planning Committee Chair: The Chair of the Strategic Planning Committee shall be elected each year from among the faculty members with academic rank on the Committee.

B. Duties

1. To advise and consult with the President and the faculty in the establishment, monitoring and revision of the Strategic Plan of the University.
2. To advise and consult with the Senior Vice President for Finance and Administration, the Senior Vice President for Academic Affairs and Provost, and the faculty about the status of the current university budget, the outlook for the university's budget for the upcoming year, and the extent to which budgetary changes promote the university's strategic goals.
3. To forward recommendations to the University Council concerning any Strategic Plan offered by the President.

XVII. University Libraries Committee

A. Membership

Faculty: One voting member of the University Libraries Committee shall be elected from the faculty of each School or College. Faculty may be elected from within or outside the University Council and shall serve three-year terms.
Students: One undergraduate student and one graduate/professional student shall be elected as Committee members from and by the student members of the University Council. These students shall serve a one-year term as voting members.
Staff: One staff member, elected by the Staff Council, shall serve a three-year term as a voting member.
Postdoctoral Appointee: One postdoctoral appointee, elected by the Postdoctoral Association, shall serve a one-year term as a voting member.
Administration: The Director of Libraries shall be a voting member.
University Libraries Committee Chair: The Chair of the University Libraries Committee shall be elected each year from among the faculty members with academic rank on the Committee.

B. Duties

1. To consider and recommend to the Council, the Director of Libraries, and the Senior Vice President for Academic Affairs and Provost general policies for the development and utilization of the University Libraries.

XVIII. University Promotion and Tenure Appeals Committee

A. Membership

Faculty with academic rank: One voting member of the University Promotion and Tenure Appeals Committee shall be elected by the tenured faculty of each School or College. Faculty elected shall be tenured and hold the rank of Professor. Faculty shall serve three-year terms. While serving on this committee, faculty cannot serve on other promotion and tenure committees at the School, College, or University levels.

Administration: The Senior Vice President for Academic Affairs and Provost shall serve as a non-voting member of the University Promotion and Tenure Appeals Committee.

University Promotion and Tenure Appeals Committee Chair: The Chair of the University Promotion and Tenure Appeals Committee shall be the Senior Vice President for Academic Affairs and Provost.

B. Duties

1. To conduct all their deliberations in confidence; they may not discuss an appeal with anyone who is not a member of the committee. An exception to this confidentially relates to discussions with staff assisting the committee.
2. To review the dossiers that are required to come before the committee and advise the Senior Vice President for Academic Affairs and Provost in accordance with the University's Guidelines for Appointment, Promotion and Tenure.

Part IV - Appointments by the Council to Other Positions

I. The Council shall elect faculty members to the Board of Directors of the Georgia Athletic Association in accordance with the Statutes of the Georgia Athletic Association. These faculty must be members of the University Council at the time of their election.

II. The Council shall elect faculty members to the Board of Directors of The University of Georgia Research Foundation in accordance with the Articles of Incorporation and Bylaws of the UGARF.

Part V - Faculty Conference

The Faculty Conference shall provide a forum for the discussion of issues of concern to the faculty. It is composed of all University Council faculty members who are elected and those who are appointed by the Executive Committee. It shall elect a chair and a secretary. Meetings shall be called by the chair or upon petition of ten members of the Conference. Based upon its deliberations, the Conference may refer items or suitable actions to the Executive Committee or

other committees of the Council. At its last meeting of the academic year, the Faculty Conference shall elect a chair and secretary for the following year.

Approved:

- May 19, 1987
- May 18, 1988
- June 27, 1989
- October 26, 1989
- October 12, 1995
- May 7, 1996
- November 2, 1996
- May 7, 1997
- June 9, 1997
- September 27, 1998
- September 28, 2000
- November 29, 2001
- April 25, 2002
- December 5, 2002
- September 18, 2003
- December 2, 2003
- April 22, 2004
- October 21, 2004
- October 4, 2006
- April 24, 2007
- April 22, 2008
- April 23, 2009
- April 27, 2010
- April 21, 2011
- February 21, 2013
- April 23, 2014
- April 22, 2015
- February 17, 2016
- May 3, 2016
- April 25, 2018
- April 24, 2019
- February 24, 2021
- April 21, 2021
- September 29, 2021
- December 1, 2021
- September 28, 2022
- April 26, 2023