and staff, unless the charge to a committee or task force makes it impractical to do so. A faculty or staff member does not ordinarily serve on more than two University committees or task forces at one time. A term of service for a committee member usually will not exceed three consecutive years.

Divisional, departmental, or area committees assist the institution by making recommendations on aspects of divisional and departmental activities.

**B. Curriculum Matters**

Normally, recommendations about curricular matters are initiated at the program level and are reviewed at appropriate administrative levels. Implementation of recommendations depends on the availability of resources.

The Graduate Council and the Graduate Dean evaluate proposals for new graduate degree programs and recommend whether to seek approval for such programs.

The Honors Council is responsible for establishing criteria and approving courses for inclusion in the University Honors Program. Additional responsibilities include designing and conducting an annual evaluation of the Honors Program and providing an annual report to the Office for Academic Affairs. Members of the Honors Council include the Honors Program Director, who acts as Chairperson of the Council; a representative from the Admissions Office; a faculty member appointed by the Provost/Vice President for Academic Affairs from each undergraduate division; a representative from the Office for Student Affairs; and at least three students who are elected by the Honors Program Student Association from among students enrolled in the Honors Program.

**C. Faculty Senate**

The Faculty Senate consists of faculty members elected from the various divisions. The Senate aids the University in making decisions on issues of policy, development, and operations by:

1. Offering advice and suggestions on matters of general faculty concern and

2. Providing a channel for communication between the faculty and University officials.

The Faculty Senate’s deliberations and recommendations should reflect the opinion of the faculty at large. Service in the Senate is a high honor, carrying with it responsibility to report to one’s division about the Senate’s activities, to solicit the opinion and advice of divisional colleagues on issues before the Senate, and to represent divisional colleagues in Senate debate and votes. All meetings of the Faculty Senate and of its committees are open to all who wish to attend.

The Faculty Senate appoints one person to membership on each appropriate University Standing Committee, and, normally, on each task force appointed by the President or the Provost/Academic Vice President.

The President of the Faculty Senate can request to meet with the Council of Deans (decided by the Provost/Vice President for Academic Affairs) or to meet with the Vice Presidents (decided by the President) on specific occasions to discuss issues that are of mutual importance to the Faculty Senate and these groups and with the intent to streamline processes of input on these issues to the Provost/President.

Those matters the Faculty Senate or University Administration deem to be especially important, and are not specific to individual academic divisions, are referred to the faculty for a faculty-wide referendum.

The wording of such referenda will be determined by the Faculty Senate and Provost after consultation with