

University Senate of Michigan Technological University

Proposal 2-19
(Voting Units: Full Senate)

"Revision to Policy 104.1 Developing Academic Policy at MTU"

Background/Rationale

Per Senate ~~Bylaws~~ Constitution, Article III, Sections F.1.~~Aa~~, F.2.~~Aa~~, and F.4.~~Aa~~, the Senate has the responsibility and authority (granted by the Board of Trustees through its approval of the Senate's Constitution) -to review and establish policy and procedures in the areas listed in the above sections, subject to Presidential review and Board of Trustees approval under section II E 5. of the Senate Constitution. The Board of Trustees formally grants such responsibility and authority to the Senate as described in Board of Trustees ~~Bylaws~~ Policy Chapter 6, Section 3, Policy Functions of the Faculty, while under Article III, Section C of that Constitution not relinquishing any of the Board's Constitutional or Statutory authority by such approval.

This proposed revision provides an updated procedure to support Senate policy and procedure development and approval, and clarifies these topics constituting "Academic Policy" and "Non-academic Policy."

Submitted by: ~~Senate Executive Committee~~ Academic and Instructional Policy Committee

Proposal

To reflect current university practice, and to ensure that procedures are in place that effectively and efficiently communicate and publish approved ~~university~~ policy and procedure on ~~their~~ appropriate websites, including as policies and procedures developed ~~approved~~ by the Senate and ~~approved at the senior levels of the~~ University administration or Board of Trustees as applicable, it is proposed that the following update to Senate Policy 104.1 be approved:

DEVELOPING ACADEMIC POLICIES AND PROCEDURES REQUIRING SENATE INVOLVEMENT AT M.T.U. MTU

All policies in the areas listed in the Senate Constitution, Article III, Sections F.1.a, F.2.a, and F.4.a relevant to the MTU Senate constituency, as specified in its constitution and bylaws, originating in the Senate must be approved by the Senate. The procedure for doing this is indicated in the flowchart below.

The Michigan Technological University Board of Trustees **Bylaws Policy, Chapter 6, Section 3, Policy Functions of the Faculty** “extends a cordial invitation to the faculty to express its opinions and recommendations on matters of academic policy, through the regularly established channels as provided by the Constitution of the Senate.” The Senate’s Constitution, which is approved by the Board of Trustees, grants “the authority and responsibility to the University Senate to review and establish university academic policy and procedure” in accordance with Senate Bylaws Constitution. Academic policy includes, but is not necessarily limited to, all those items the areas listed in the Senate Bylaws Constitution, Article III, Sections F.1.Aa, F.2.Aa, and F.4.A-a (colloquially referred to as "A List" items) subject to Board of Trustees approval or rejection.

The following flowchart describes the procedures under which academic policy items University Policies in the areas identified in the Senate Constitution, Article III, Sections F.1.a, F.2.a, and F.4.a ("A-list Items") at Michigan Technological University is are developed and approved.

The following flowchart procedure should also be used in cases where a non-academic policy is proposed and approved by the Senate. This includes, but is not necessarily limited to, all those For items listed in Senate Bylaws Constitution Article III, Sections F.1.Bb, F.2.Bb, F.3.Aa, and F.4.B-b (colloquially referred to as "B-list Items"), the Senate has the responsibility (not authority) to review, make recommendations, initiate, and participate in the formulation of University policy and procedures.

Types of Policy Proposals

Generally, there are three types of University Policy Proposals that the Senate proposes and votes upon:

- 1) **Policy Senate Recommendations to Modify the Board of Trustees Policies in the "A list" areas**—These are submitted to the president after being approved by the Senate and, if approved by the president are then routed to the Board of Trustees for its consideration. If rejected by the President the Senate is provided appeal procedures directly to the Board of

Trustees. office via the President's office, must be approved by the Board of Trustees (e.g. recommending revisions or additions to Board of Trustees BoT Bylaws Policies Manual).

2) Academic, Research, and Other Senate Policy and Procedure Recommendations—

2) The Senate also has the responsibility and authority to review and establish University (not Board of Trustees) policy and procedures in the areas referred to as the "A-List Items," generally, are approved by the Provost and/or the University President which are listed in Article III, Section F.1.a, F.2.a, and F.4.a of the Senate's Constitution subject only to approval of the President or his Designate.

3) ~~Non-academic policy~~—The Senate has the responsibility (but not authority) to review, make recommendations, initiate, and participate in the formulation of policy and procedures in the areas referred to as the "B-List Items," generally, are approved by the University President and/or the appropriate President's Council executive member which are listed in Article III, Section F.1.b, F.2.b, and F.4.b of the Senate's Constitution.

3) Professional Staff Policy and Procedure-- The Senate has the responsibility (not authority) to review, make recommendations, initiate, and participate in the formulation of policy and procedures in the areas referred to in Article III, Section F.3.

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Background/Rationale

Per Senate Constitution, Article III, Sections F.1.a, F.2.a, and F.4.a, the Senate has the responsibility and authority (granted by the Board of Trustees through its approval of the Senate's Constitution) -to review and establish policy and procedures in the areas listed in the above sections, subject to Presidential review and Board of Trustees approval under section II E 5. of the Senate Constitution. The Board of Trustees formally grants such responsibility and authority to the Senate as described in Board of Trustees Policy Chapter 6, Section 3, Policy Functions of the Faculty, while under Article III, Section C of that Constitution not relinquishing any of the Board's Constitutional or Statutory authority by such approval.

This proposed revision provides an updated procedure to support Senate policy and procedure development and approval.

Submitted by: Senate Executive Committee

Proposal

To reflect current university practice, and to ensure that procedures are in place that effectively and efficiently communicate and publish approved policy and procedure on appropriate websites, including policies and procedures approved by the Senate and University administration or Board of Trustees as applicable, it is proposed that the following update to Senate Policy 104.1 be approved:

POLICIES AND PROCEDURES REQUIRING SENATE INVOLVEMENT

All policies in the areas listed in the Senate Constitution, Article III, Sections F.1.a, F.2.a, and F.4.a originating in the Senate must be approved by the Senate.

The Michigan Technological University Board of Trustees Policy, Chapter 6, Section 3, Policy Functions of the Faculty "extends a cordial invitation to the faculty to express its opinions and recommendations on matters of academic policy, through the regularly established channels as provided by the Constitution of the Senate." The Senate's Constitution, which is approved by the Board of Trustees, grants "the authority and responsibility to the University Senate to review and establish policy and procedure" in the areas listed in the Senate Constitution, Article III, Sections F.1.a, F.2.a, and F.4.a (colloquially referred to as "A List" items) subject to Board of Trustees approval or rejection.

The following flowchart describes the procedures under which University Policies in the areas identified in the Senate Constitution, Article III, Sections F.1.a, F.2.a, and F.4.a ("A-list Items") at Michigan Technological University are developed and approved.

For items listed in Senate Constitution Article III, Sections F.1.b, F.2.b, F.3.a, and F.4.b (colloquially referred to as "B-list Items"), the Senate has the responsibility (not authority) to review, make recommendations, initiate, and participate in the formulation of University policy and procedures.

Types of Policy Proposals

Generally, there are three types of University policy proposals that the Senate votes on:

1) Senate Recommendations to Modify Board of Trustees Policies in the "A-list" areas – These are submitted to the president after being approved by the Senate and, if approved by the president are then routed to the Board of Trustees for its consideration. If rejected by the President the Senate is provided appeal procedures directly to the Board of Trustees. (e.g. recommending revisions or additions to Board of Trustees Policies Manual)

2) Academic, Research, and Other Senate Policy and Procedure Recommendations—

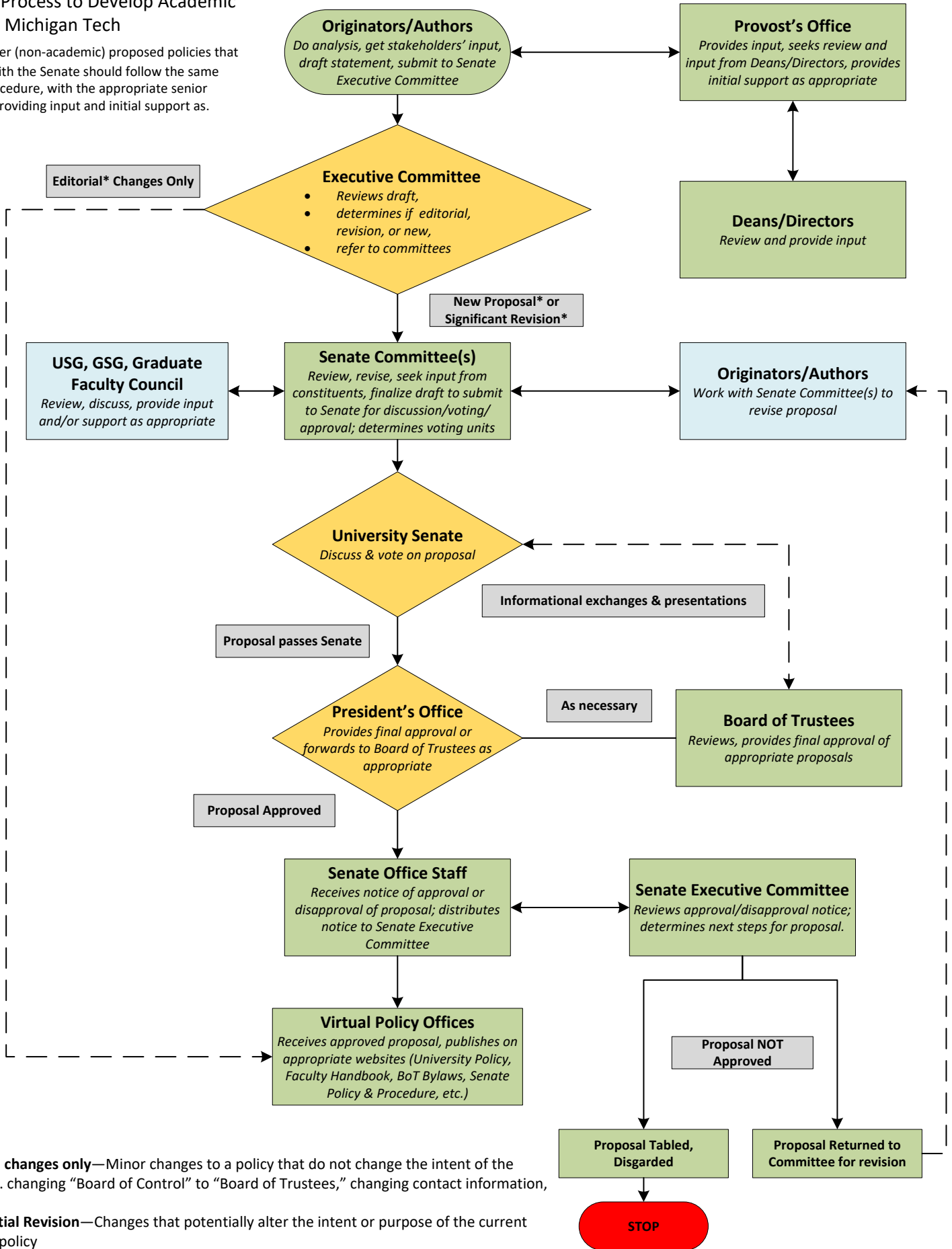
- The Senate also has the responsibility and authority to review and establish University (not Board of Trustees) policy and procedures in the areas referred to as the “A-List Items,” which are listed in Article III, Section F.1.a, F.2.a, and F.4.a of the Senate’s Constitution subject only to approval of the President or his Designate
- The Senate has the responsibility (but not authority) to review, make recommendations, initiate, and participate in the formulation of policy and procedures in the areas referred to as the “B-List Items,” which are listed in Article III, Section F.1.b, F.2.b, and F.4.b of the Senate’s Constitution.

3) Professional Staff Policy and Procedures – The Senate has the responsibility (not authority) to review, make recommendations, initiate and participate in the formulation of policy and procedures in the areas referred to in Article III, Section F.3.

Proposed Procedure (Proposal 02-19):

General Process to Develop Academic Policy at Michigan Tech

NOTE: Other (non-academic) proposed policies that originate with the Senate should follow the same general procedure, with the appropriate senior executive providing input and initial support as.



* **Editorial changes only**—Minor changes to a policy that do not change the intent of the policy (e.g. changing “Board of Control” to “Board of Trustees,” changing contact information, etc.

* **Substantial Revision**—Changes that potentially alter the intent or purpose of the current approved policy

* **New proposal**—A proposal that addresses a new issue not previously addressed in approved policy