

North Dakota State University

Policy Manual

SECTION 714

SENATE COORDINATING COUNCIL

SOURCE: NDSU President
SBHE Policy 350.1

SOURCE: NDSU President
SBHE Policy 305.1
Faculty Senate Bylaws

1. The Senate Coordinating Council coordinates the routing and adoption of policies and policy changes for their placement into the NDSU Policy Manual. "All policies of a permanent nature affecting the University as a whole should be published in the electronic NDSU Policy Manual. Before approval by the President and placement into the policy manual, such policies, except for interim policies adopted pursuant to subsection 6, must be presented to the Senate Coordinating Council who will direct each policy for review by the appropriate Senates consistent with the Faculty Senate, Staff Senate and Student Body Constitutions and purview of each Senate. Failure to present a policy to the Senate Coordinating Council will not invalidate a policy, but may result in unnecessary delay in its implementation or having a policy resubmitted to the proposing body or department for potential revisions. The Senate Coordinating Council does not approve or disapprove policies but facilitates the policy review process by the various Senates. Finally, the Senate Coordinating Council advises the President on their placement in the manual."
2. The membership of the Senate Coordinating Council is made up of the following individuals or their designees:

Voting Members:

1. Faculty Senate President
2. Staff Senate President
3. Student Body President
4. Two representatives of the Faculty Senate as appointed by the Faculty Senate President.
5. Two representatives of the Staff Senate as appointed by the Staff Senate President.
6. Two representatives of Student Government appointed in accordance with the Student Government Code.

Non-Voting Members:

- ~~1. Provost (or designee)~~
- ~~2. Vice President for Student Affairs (or designee)~~
- ~~3.1. Vice President for Finance & Administration (or designee)~~
- ~~4.2. Two representatives from Office of the one of these Vice President's or Provost's offices to facilitate meetings and maintain records. Every three to five years, these offices will rotate responsibility for selecting representatives to facilitate meetings and maintain records.~~

Policy initiators and stakeholders are welcome and encouraged to attend the meetings as non-voting members.

3. Committee Responsibilities

1. The Senate Coordinating Council reviews policy to determine first whether it is ready to bring to any of the senates or whether it should be returned to the policy makers for clarification and revisions.
 2. The Senate Coordinating Council coordinates the distribution of policies to the appropriate senate body consistent with the Faculty Senate, Staff Senate, and Student Body Constitutions and purview of each Senate.
 3. After approval or review by the appropriate senate bodies, the Senate Coordinating Council sends policies to appropriate channels at NDSU for final approval.
 4. The Senate Coordinating Council serves in a liaison capacity regarding the Faculty Senate, Staff Senate, Student Government, and administration.
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4. The Senate Coordinating Council follows the NDSU Policy Manual Process for coordinating policy review and revisions prior to publication in the NDSU Policy Manual. (For detailed information on the process, please see the [Senate Coordinating Council Process](#) link on the NDSU Policy Manual website.)
 5. After a policy is reviewed by the Senate Coordinating Council and placed in policy manual format, and routed to the various senates, Provost, Vice Presidents, councils, committees or other parties for approval or input as needed, it will be submitted to the President for approval. Following such approval the policy will be returned to Office of the Provost ~~the office currently responsible~~ for maintaining records for distribution and publication in the manual (available on the NDSU web site at www.ndsu.edu/policy).
 6. The President has the authority to adopt interim policies and procedures concerning matters for which legislative authority is delegated by the State Board of Higher Education to campus legislative bodies. Any adoption of an interim policy or procedure must include notice to all Senates prior to or at the time the policy or procedure takes effect. Not later than six months of its effective date, the President shall present the interim policy or procedure to the various Senates for review and their decision, subject to the President's approval or veto, concerning whether the policy or procedure should be continued, revised or discontinued.

HISTORY:

New	November 1992
Amended	May 1996
Amended	January 1998
Amended	March 2002
Amended	February 2003
Amended	October 2004
Amended	May 2005
Amended	September 2007
Amended	January 2008
Housekeeping	December 2009
Housekeeping	July 2010
Housekeeping	February 14, 2011
Amended	October 12, 2011