

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 new 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. All policy requests, 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 policy placement in the NDSU Policy 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 Vice 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. Human Resources Director
2. Two representatives from Office of the Provost to facilitate meetings and maintain records.

Policy initiators are encouraged to attend the meetings as non-voting members. Only a governing body president or representative can determine whether a policy may move to their governing body for consideration. Therefore, a quorum of at least one voting member of each governing body shall be present in order to conduct SCC business.

3. Committee Responsibilities

1. The Senate Coordinating Council reviews policy requests to determine if they are ready to bring to the senates or whether they should be returned to the policy makers for clarification or proposed 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 recommendations from the senate bodies, the Senate Coordinating Council sends the policies through the SCC process for final approval.
 4. The Senate Coordinating Council serves as a liaison to Faculty Senate, Staff Senate, Student Government, and administration regarding policy changes.
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4. The Senate Coordinating Council follows the Senate Coordinating Council process for 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 goes through the Senate Coordinating Council process and has the final approval of the NDSU President, the NDSU policy manual is updated (available on the NDSU web site at www.ndsu.edu/policy).
 6. The President has the authority to adopt interim policies 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 must include notice to all Senates prior to or at the time the policy or procedure takes effect. Senate Coordinating Council will send the policy through the Senate Coordinating Council process within six months of the interim policy taking effect.

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
Amended	November 26, 2018
Amended	April 3, 2025