Contents

Policy Name

1.1040 Committee Structure

Purpose and Scope

Committees are established at Alvernia University to advise the University on the issues that affect particular constituencies.

Responsibilities

Title or Role	Definition and What They are Responsible For
President	Maintains and enforces this policy. Receives exceptions to the policy.
Senior Leadership Team	Serves as final approval for policy and assists with reviewing exceptions to the policy.

Policy

There are three types of committees with faculty representation at Alvernia University: Board of Trustees Standing, Institutional, and Faculty Council. The current Board of Trustees Standing committees and Institutional Committees as established by the Board and the President, respectively, and are identified on the institutional website. The current Faculty Council Committees, as established by the faculty, are identified in the Faculty Handbook.

The following committees create the committee structure at Alvernia University:

Board of Trustees Standing Committees

Standing Committees are maintained to serve in an advisory capacity to the Board of Trustees regarding those aspects of the business and affairs of the University to which they have been delegated responsibility.

The Chair of the Board of Trustees and President of the University are ex-officio members of all standing committees. A member of the Board of Trustees chairs each standing committee. Members of committees need not be Trustees and will assist the committees in carrying out their duties, but shall have no voting power.

Institutional Committees

Institutional Committees are maintained to serve in an advisory capacity to the President and Senior Leadership regarding those aspects of the business and affairs of the university to which they have been delegated responsibility.

The President in consultation with Senior Leadership identifies, develops and retracts Institutional Committees when appropriate for institutional governance. Current Institutional Committees with direct academic impact are identified in the Faculty Handbook with the faculty membership and selection procedure identified as a component of shared governance. New Institutional Committees with direct academic impact will include faculty

representation determined among Senior Leadership and Faculty Council as a component of shared governance. Additional committees are identified on Alvernia's website.

Faculty Council Committees

The Provost Office is an ex-officio, non-voting member of all Faculty Council committees, with the exception of the Rank and Tenure Committee. The function of these committees is to formulate and recommend policies and procedures to the Provost for implementation or recommendation to the Board of Trustees.

Faculty Council Committees along with their duties and responsibilities may be found in the *Faculty Handbook.*

Policy Procedure
N/A

Exceptions to Policy
Exceptions to this policy must be requested in writing by filling out the Policy and Procedure Exception form (linked below) and submitting to the individual named in the Responsibilities section who assists with reviewing exceptions to this policy.

Policy Review
The Office of the President policies should be reviewed on a 5-year cycle and updated when institutional needs or goals change.

Approved versions of this policy will be posted on the Alvernia University Portal

References and Related Policies
This section contains any other policies, 3rd party standards, or guidelines referenced by this policy.

References
N/A

Related Policies
Faculty Council Handbook (add link)

Exhibits
This section contains any forms or exhibits referenced by this policy.

- [Policy and Procedure Exception Form](#)

Document Review Log

Date Reviewed	Description of Changes

January, 2004	Last reviewed date on policy in Alvernia University Policies and Procedures Manual which was developed in cooperation with the University community and its various departments.
March 14, 2024	Approved by SLT