



Most Recent Changes Rules and Procedures *of the* Faculty

Approved By The Board Of Trustees (Sections 1 and 2).....2
Approved By The Faculty.....7

Last modified 03/05/2024

Approved By The Board Of Trustees

- **March 2024**
 - 1.1.2 University Faculty
 - 1.1.4 Secretary of the Faculty
 - 1.1.5 Departmental Administration
 - 1.2.1 Mission of the Faculty Senate
 - 1.2.2 Size and Composition of the Faculty Senate
 - 1.2.3.1 Chairperson of the Senate
 - 1.2.3.2 Executive Committee of the Senate
 - 1.2.4 Senate Meetings
 - 1.2.6 Senate Process for Amending the Rules and Procedures of the Faculty
 - 1.2.6.1 Electronic Voting
 - 1.2.6.2 Motions and Consent Calendar
 - 1.2.8.1 Sense of the Faculty Resolutions
 - 1.2.8.2 Faculty Petitions and Referendums
 - 1.2.8.3 Faculty Appeals
 - 1.3.2.2 Graduate and Research Committee
 - 1.3.2.4 Faculty Committee on Student Life
 - 1.3.2.5 Faculty Committee on Global Affairs
 - 1.3.3.1 Committee on Standing of Undergraduate Students
 - 1.3.3.2 Committee on Standing of Graduate Students
 - 1.3.3.3 University Disciplinary Appeals Committee
 - 1.3.4.2 Faculty Representation on the Council for Equity and Community
 - 1.3.5.1 University Committee on Discipline
 - 1.3.5.2 Committee on Undergraduate Awards and Prizes
 - 1.3.5.3 Visiting Lectures Committee
 - 1.3.6 Replacing an Elected Member of a University Standing Committee
 - 1.4.1 College Faculties
 - 1.4.2.2 College of Business
 - 1.4.2.4 College of Education
 - 1.4.2.5 College of Health
 - 1.4.3.1.2 College of Arts and Sciences Admissions Committee (removed)
 - 1.4.3.1.2 College of Arts and Sciences Tenure Committee
 - 1.4.3.1.3 College of Arts and Sciences Promotion Committee
 - 1.4.3.2.1 College of Business Policy Committee
 - 1.4.3.4.1 College of Education Promotion and Tenure Committee
 - 1.4.3.5.2 College of Health Tenure Committee
 - 1.4.3.5.3 College of Health Promotion Committee
- **May 2023**
 - R&P 2.2.2.2 Voting Members
- **March 2023**
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- **October 2022**
 - 1.3.4.2 Faculty Representation on the Council for Equity and Community
 - Update of representation to the CEC
- **March 2022**
 - **Addition of College of Health to Section 1**
 - 1.4.2.5 College of Health
 - 1.4.2.1 College of Arts and Sciences

- 1.4.2.2 College of Business
 - 1.4.2.3 College of Engineering and Applied Science
 - 1.4.2.4 College of Education
 - 1.4.3.5 College of Health Committees
 - 1.4.3.5.1 College of Health Policy Committee
 - 1.4.3.5.2 College of Health Tenure Committee
 - 1.4.3.5.3 College of Health Promotion Committee
 - **Faculty Code of Ethics**
 - 2.2.11.1 Faculty Code of Ethics - added to section 2.2.11.1 and posted to the Faculty Senate Website.... Not incorporated into R&P Word document per Faculty Senate/
- **May 13, 2021**
 - Faculty Ranks Proposal (Numerous changes to Section 2 to reflect new structure)
 - 1.3.2.3 Graduate Research Committee (Ex Officio and Composition – 2 changes AY21)
 - 1.3.2.3 Faculty Personnel Committee
 - R&P 2.2.1.6 Appeals
 - R&P 2.3 Appeals Concerning Alleged Arbitrary or Capricious Action
- **August 13, 2020**
 - Harassment Policy – Link at end of R&P
- **May 15, 2020**
 - 2.2.5.7.3 Elective Extension of Probationary Period
 - 2.2.5.8 Maximum Length of Probationary Period
- **May 17, 2019**
 - 2.2.3 Appointments (revision)
- **October 26, 2018**
 - 1 Faculty Governance (full revision of Section 1)
 - 6 Amendment Process and Resolution of Inconsistencies (deletion)
- **May 18, 2018**
 - 2.2.11 Dismissal for Cause (revision)
 - 2.2.12 Retirement (revision)
 - 2.5 Administration (addition)
- **October 30, 2017**
 - 1.3.3.1 College of Arts and Sciences Committees (addition)
 - 1.3.3.1.2.1 College of Arts and Sciences Course Committee (deletion)
- **May 19, 2017**
 - 2.2.10 Faculty Chairs (addition and revision)
- **February 24, 2017**
 - 2.3 Appeals concerning alleged arbitrary or capricious action (addition)
 - 2.2.6.13 Administration’s recommendation (deletion)
 - 2.2.9.13 Administration’s recommendation (deletion)
- **May 20, 2016**
 - 2.2.7.3 Review by the dean (revision)

- 2.2.7.4 Review by the provost (revision)
- 2.2.7.5 Timely notice of termination (revision)
- **March 21, 2016**
 - 1.2.2.8 Faculty committee on global affairs (revision)
- **February 25, 2016**
 - 1.1.3 Faculty Meeting (revision)
 - 1.1.4 Order of business (revision)
 - 2.2.4.2 Triennial reviews of tenured associate professors (revision)
 - 2.2.7 Reappointment of tenure track faculty (addition)
 - 2.2.8.2 Ninth-year promotion review for tenured associate professors (revision)
- **October 1, 2015**
 - 1.2.1 In General (addition)
 - 2.2.9.4 Departmental Evaluation (addition)
- **June 6, 2015**
 - 1.1.6 University faculty (addition)
 - 1.2.4.6 Online Learning Policy Committee (new section)
 - 1.2.4.7 Faculty representation on the council for equity and community (new section)
 - 2.2.2.2.4 Recusal (revision)
 - 2.2.3.1 Faculty appointments involving more than one academic unit (whole –scale revision of 2.2.3.1)
 - 2.2.3.1.1 Initial appointment (revision)
 - 2.2.3.1.2 Memorandum of understanding (MOU) (revision)
 - 2.2.3.1.3 Special Committee (revision)
 - 2.2.3.1.4 Annual evaluation for merit (revision)
 - 2.2.3.1.5 Annual review of pre-tenured faculty (revision)
 - 2.2.3.1.6 Reappointment (revision)
 - 2.2.3.1.7 Tenure and promotion (revision)
 - 2.2.3.1.8 Triennial review of associate professors (revision)
 - 2.2.3.1.9 Change in status (revision)
- **February 26, 2015**
 - 1.1.7 Secretary of the faculty (deletion of existing text and addition)
 - 1.1.8 University parliamentarian (new section)
 - 1.1.9 Departmental administration (re-numbered section)
 - 2.2.3 Appointments (revision)
 - 2.2.5.3 Granting tenure on initial appointment (revision)
 - 2.2.5.3.1 Granting tenure on initial appointment for faculty positions (addition)
 - 2.2.5.3.2 Granting tenure on initial appointment for administrative positions (addition)
- **June 5, 2014**
 - 1.2.2.1 Faculty Steering Committee (revision)
 - 1.2.2.3 Graduate and Research Committee (revision and deletion)
 - 1.2.2.9 Faculty Committee on Advancement (addition)
 - 1.2.2.10 Faculty Committee on Facilities Planning (addition)
 - 1.3.3.3.3 College of Engineering / Applied Science Tenure Committee (addition)
 - 1.3.3.3.4 College of Engineering / Applied Science Promotion Committee (addition)

- 2.2.5.6 Time not included in probationary period (additions)
 - 2.2.5.6.4 Part-time Service (revision)
 - 2.2.5.6.7 Years spent as a Professor of Practice or Lecturer (addition)
 - 2.2.5.7.2 Extension of probationary period for personal disability, family care, public service, military service, or extreme personal hardship (addition)
 - 2.2.6.5 Departmental recommendation (addition)
 - 2.2.6.9 College tenure committee review (revision)
 - 2.2.9.5 Departmental recommendation (addition)
 - 2.2.9.9 College promotion committee review (addition)
- **February 28, 2014**
- 1.2.2.8 Faculty Committee on Global Affairs (addition)
 - 2.2.5.3 Granting tenure on Initial Appointment (revision)
 - 2.5 Administration (deletion & combined revision with section 3.1.2)
 - 3.1.2 Scheduling of Classes (combined revision with section 2.5)
 - 3.20.1 Requirements for Graduation (revision)
- **May 7, 2013**
- 2.2.1.5 Criteria to be applied (deletion)
 - 2.2.4.1 Untenured faculty (deletion of existing text and addition)
 - 2.2.4.2 Triennial reviews of tenured associate professors (deletion of existing text and addition)
 - 2.2.6.1 Initiating the tenure review process (deletion of existing text and addition)
 - 4 Code of Conduct (addition)
- **March 7, 2013**
- 4.2 University Policy on Dissent (deletion)
 - Section 4.2 will be placed in the University Student Handbook
- **May 17, 2012**
- 2.2.9.14 Subsequent Promotion (addition)
 - 4.1 Disciplinary Appeals Committee, Article IX, Section III, Part A (revision)
 - Submission of Appeal, Article IX, Section III, Part D, Number 1 (revision)
- **March 1, 2012**
- 4.1 Guidelines for sanctions in cases dealing with bias related incidents and/or harassment, Appendix A, Letter E (addition)
- **May 20, 2011**
- 1.1.7 Election and term of office dates of Secretary of the Faculty (revision)
 - 2.2.4.2 & Triennial Review and Ninth-Year Promotion Review for tenured
 - 2.2.8.2 Associate Professors (revision)
 - 2.2.6 & Tenure Review Process and Promotion Review Process (revision)
 - 2.2.9
- **March 4, 2011**
- 1.1.2 & 1.1.3 Allow Consent Calendar Approval at University Faculty meetings for routine and non-controversial changes to R & P (revision)

- 1.2.6 & 1.3.4 Replacing an Elected Member of a University or College Standing Committee (addition)
 - 2.2.2.2.4 Recusal of Faculty Members from Participating in Promotion and Tenure Cases (addition)
 - 2.2.10 Faculty Chairs (deletion)
- **May 13, 2010**
- 1.2.1 University faculty standing committees, In general (revision)
 - 1.2.2.2.1 Standing subcommittee on university writing (revision)
 - 1.2.3.1 Committee on nominations (revision)
 - 2.2.5.6.2 Certain leaves of absence (revision)
 - 4.1 University Student Conduct System (revision of several sections and addition of one section)
- **May 15, 2009**
- 1.2.2.7 Faculty Committee on Student Life (addition)
 - 2.2.1.5 Criteria to be applied
 - 2.2.2.4 Probationary period
 - 2.2.4.1 Untenured faculty
 - 2.2.4.2 Tenured associate professors
 - 2.2.5.7 Extensions to the probationary period (new heading)
 - 2.2.5.7.1 Extension of probationary period for parenthood
 - 2.2.5.7.2 Extension of probationary period for personal disability, family care, public service, military service, or extreme personal hardship (addition)
 - 2.2.5.7.3 Elective extension of probationary period for any reason in the year prior to the final probationary year (addition)
 - 2.2.5.8 Maximum length of probationary period (addition)
 - 2.2.6.1 Initiating the tenure review process
 - 2.2.6.10 Dean's recommendation
 - 2.2.6.13 Administration's recommendation
 - 2.2.6.14 Second consideration for tenure within probationary period (addition)
 - 2.2.7.4 In matters of disagreement
 - 2.2.9.10 Dean's recommendation
 - 2.2.9.13 Administration's recommendation
 - 2.9 Lecturer
 - 2.12, Professor of Practice
 - 4.1 to 4.1.14 Student matriculation (deletion)
 - 4.2.1 University Student Conduct System
- **February 6, 2009**
- 1.1.5 Information regarding faculty action (deleted)
 - 1.2.4.5 Study Abroad Faculty Policy Board
 - 1.3.3.2.2 College of Business and Economics promotion and tenure committee
 - 2.6 Term of Academic Duties
- **October 17, 2008**
- 1.1.6 University faculty
 - 1.2.1 University faculty standing committees in general
 - 1.2.2.2 Educational policy committee
 - 1.2.2.3 Graduate and research committee

- 2.2.3.1 Joint appointments (and cross-references in 2.2.2.2.1, 2.2.2.2.2, 2.2.2.2.3, 2.2.4.2, 2.2.9.2)
 - 4.2.1 University Student Conduct System, Appendix A, D. Guidelines for sanctions in cases involving violations of academic integrity (added)
- **May 16, 2008**
- Sections 1, 2, 4, and 6 passim, changes in outdated language
 - 1.1.3 Faculty meeting
 - 1.1.4 Order of business
 - 1.2.2.3 Graduate and research committee
 - 1.2.3.3 Williams senior prize committee (deleted)
 - 1.2.4.1 Library users' committee
 - 1.2.4.2 Continuing education advisory committee (deleted)
 - 1.2.4.3 Summer sessions committee (deleted)
 - 1.2.5.2 Student appraisal of instruction committee (deleted)
 - 1.2.5.3 Board of publications (deleted)
 - 2.5 par. 9, restrictions on summer teaching (deleted)
 - 2.5 par. 12, academic processions
- **February 8, 2008**
- 1.1.2 Changes in rules
 - 1.2.2.1 Faculty steering committee
 - 1.2.2.6 Faculty personnel committee
- **May 18, 2007**
- 1.1.1 Rules of order
 - 1.1.3 Faculty meeting
 - 1.2.2.1 Faculty steering committee
 - 1.3.3.1.3 College of Arts and Sciences tenure committee
 - 1.3.3.1.4 College of Arts and Sciences promotion committee
 - 2.1.1 Policy on academic freedom (added)
 - 2.2.9.9 College promotion committee review
 - 4.1.7.1 Eligibility regulations (deleted)
 - 4.1.7.2 Schedules (deleted)
- **October 20, 2006**
- 2.2.2.4 Probationary Period
 - 2.2.5.6.2 Certain Leaves of Absence
 - 2.2.5.7 Extension of probationary period for parenthood (added)
- **June 2, 2006**
- 1.2.2.3 Graduate and Research Committee
 - 1.2.3 Faculty administrative committees
 - 1.2.3.2.1 Committee on standing of undergraduate students
 - 1.2.3.2.2 Committee on standing of graduate students (added)
 - 1.3.3.2.2 College of Business and Economics Promotion and Tenure Committee
 - 4.2 University Student Conduct System
- **October 21, 2005**
- 2.1 to 2.2.9.13 Employment policies for academic employees

Approval by the Faculty

(R & P, Part 3 and Part 5 changes do not require a Board of Trustees vote):

- **May 5, 2023**
 - R&P 3.21.1 Graduate Admissions
 - R&P 3.14.5 Special Undergraduate Course Opportunities
 - R&P 3.11.1 Graduation Honors
 - R&P 3.14.5.2 Cooperative Undergraduate Education (delete)
 - R&P 3.15.1 Summer Session (delete)
 - R&P 3.15.2 Winter Intersession (delete)
- **March 3, 2023**
 - 3.2.7 Cross Registering within the Lehigh Valley Association of Independent Colleges (no second reading, approved)
 - 3.8.6. Grade Reports (no second reading, approved)
- **December 2, 2022**
 - 2.2.2.2 Approved – went to senate for a vote
- **November 4, 2022**
 - 3.2.4 Roster of Studies
- **December 8, 2020**
 - *Delete R&P 3.10 (Sections 3.10.1 through 3.10.5 inclusive) and substitute the revised R&P 3.10 (Sections 3.10.1 to 3.10.3) {Listed Below}
 - 3.10 Scholastic Probation
 - 3.10.1 The Committee on Standing of Students...
 - 3.10.2 Dropped for Poor Scholarship/Reinstatement Status
 - 3.10.3 Living Group Probation
- **November 6, 2020**
 - 3.27.4 Drop/Add Period *Emergency Change for Fall 2020 only (Not updated in R&P)*
 - 1.3.2.2 GRC (Composition)
- **October 29, 2020**
 - 3.8.4 Drop/Add Period *Emergency Change for Fall 2020 only (Not updated in R&P)*
- **May 1, 2020**
 - 3.7.2 Common Hour Exams
 - 3.7.3.1 Final Examinations
 - 3.1.4 Transfer Credit
 - 2.2.5.7.3 Elective Extension of Probationary Period for Any Reason in the Year Prior to the Final Probationary Year
 - 2.2.5.8 Maximum Length of Probationary Period
- **April 3, 2020**
 - 3.8.1 Definition of Grades
 - 3.8.4 Drop/Add Period *Emergency Change for Spring 2020 only (Not updated in R&P)*
- **March 6, 2020**
 - 3.27.1 Definition of Grades (Graduate Courses Pass Fail)
 - 3.2.1 Changes in Curricula or Courses
 - 1.3 Faculty Committees
 - 1.3.2.1 Educational Policy Committee

- 1.3.2.2 Graduate and Research Committee
 - 1.3.2.3 Faculty Personnel Committee
 - 1.3.2.4 Faculty Committee on Student Life
 - 1.3.2.5 Faculty Committee on Global Affairs
 - 1.3.3.2 Committee on Standing of Graduate Students
 - 1.3.3.3 University Disciplinary Appeals Committee
 - 1.3.4.1 Library and Technology Services Faculty Committee
 - 1.3.4.2 Faculty Representation on the Council for Equity and Community
 - 1.3.5.1 University Committee on Discipline
 - 1.3.5.2 Committee on Undergraduate Awards and Prizes
 - 1.3.5.3 Visiting Lecturers Committee
- **December 6, 2019**
- 3.7.1 General Conduct
 - 3.7.2 Common Hour Exams (Amended Language)
 - 1.3.2.4 Faculty Personnel Committee
 - 1.3.2.7 Faculty Committee on Advancement
 - 1.3.2.3 Faculty Compensation Committee
- **May 10, 2019**
- 1.3.2.1 Educational Policy Committee
 - 1.3.2.1.1 Standing Subcommittee on Writing Instruction (Dissolve)
 - 1.3.4.1 Library Users' Committee (Combine with Online Learning Policy Committee)
 - 1.3.4.2 Study Abroad Faculty Policy Board (Dissolve)
 - 1.3.4.3 Online Learning Policy Committee (Combine with Library Users' Committee)
- **April 5, 2019**
- 3.1.4 Transfer Credit (revision)
 - 3.1.4.1 Credit for Lehigh Abroad Sponsored Programs (revision)
 - 3.12 Petition (revision)
 - 3.12.3 Petition to Waive a Prerequisite (revision)
 - 3.2.1 Changes in Curricula or Courses
- **February 1, 2019**
- 3.4 Auditors (revision)
- **November 2, 2018**
- 3.2.4 Roster of Studies (revision)
- **September 7, 2018**
- 3.1.5 Full Time Undergraduate Students (revision)
 - 3.6 Provisional Courses (addition)
 - 3.8.2 Incomplete Grades (revision)
 - 3.27.2 Incomplete Grade or SP Grade (addition)
- **April 30, 2018**
- 3.14.1 CAS Declare a Major (revision)
 - 3.16 General College Division (deletion of referring section)
 - 5 Organization of the University (deletion)

- **March 26, 2018**
 - 3.2.5 Attendance (revision)
- **February 12, 2018**
 - 3.7.3.2 Make-ups for Final Examinations (revision)
 - 3.10.1 Scholastic Probation (revision)
- **December 4, 2017**
 - 3.2.2.1 Cross Listed Courses (revision)
 - 3.2.3 Curriculum Transfers (revision)
 - 3.2.6 Classification of Undergraduates (deletion)
 - 3.3.1 Student Option System (revision)
 - 3.8.5 Release of Final Grades (revision)
 - 3.8.8 No Grade Received (revision)
 - 3.10.3 Dropped for Poor Scholarship/ Reinstatement Status (revision)
 - 3.12.1 Course Petitions (deletion)
 - 3.12.4 Miscellaneous Petitions (deletion)
 - 3.20.2 Filing of Application for Degree (deletion)
 - 3.20.4 Conferring of Degrees (revision)
 - 3.20.5 Diplomas (revision)
- **October 30, 2017**
 - 3.7.1 General Conduct (revision)
 - 3.14.2 College of Business and Economics (revision)
 - 3.15 Other Academic Sessions (revision)
 - 3.15.1 Summer Session (addition)
 - 3.15.2 Winter Session (addition)
- **May 1, 2017**
 - 3.1.7 Middle States Compliance (new addition)
 - 3.8.1 WP and WF Grade (revision)
 - 3.8.4 Drop / Add Period (revision)
 - 3.11.4 Dean's List (revision)
 - 3.14.2 College of Business and Economics (revision)
- **February 20, 2017**
 - 3.14.1 College of Arts and Sciences (revised credit hours)
 - 3.21.4 Limitation of Schedules (revision)
- **May 2, 2016**
 - 3.7.2 Hour Exams (addition)
 - 3.7.3.1 Final Examinations (revision)
- **February 8, 2016**
 - 3.2.3 Curriculum Transfers (additions)
- **November 30, 2015**
 - 3.1.4 Transfer Credit (revision)
- **October 25, 2015**

- 3.3.1 Student option system (revision)
- 3.21.5 Determination of Academic Standing (addition and renumbering)
- **April 27, 2015**
 - 3.21.6 Graduate Leave of Absence (addition)
- **September 22, 2014**
 - 3.2.4 Roster of Studies (addition, on limiting course attempts)
- **December 2, 2013**
 - 3.1.2 Scheduling of Classes (addition of updated language on 4-7 PM student activity time)
 - 3.20.1 Requirements for Graduation (revision)
- **February 6, 2012**
 - 3.2.1 Changes in curricula or courses (revision)
- **May 2, 2011**
 - 3.2.2.1 Cross-Listed Courses (addition)
- **March 21, 2011**
 - 3.6 Provisional Courses (revision)
- **May 4, 2009**
 - 3.22.1 Masters of Arts, Science, Business Administration, Education and Engineering
 - 3.22.2 Transfer credits
- **December 8, 2008**
 - 3.2.1 Changes in curricula or courses
- **May 5, 2008**
 - 3.8.1 Definitions of grades
 - 3.14.1 College of Arts and Sciences
 - 3.14.1.1 to description of CAS curricula (deleted)
 - 3.14.1.5
 - 3.19 Inspection trips (deleted)
- **February 11, 2008**
 - Section 3 passim, changes in outdated language
- **April 30, 2007**
 - 3.27.2 Incomplete (N grade)
- **May 1, 2006**
 - 3.2.1 Changes in curricula or courses
- **March 20, 2006**
 - 3.22.1 Masters of Arts, Science, Business Administration, Education, numbers 6-7
 - 3.27.1 Definition of grades (for graduate students)

- **December 5, 2005**
 - 3.7.2 Hour exams

- **October 17, 2005**
 - 3.23.2 Concentrated Learning Requirement

- **September 12, 2005**
 - 3.1.4.2 Undergraduate Leave of Absence