

FACULTY SENATE APPROVAL PROCESS For Non-Curricular Proposals

Visit <https://fs.miami.edu> for a list of meeting dates and proposal deadlines.

GWC

- Submission of a proposal to the General Welfare Committee (GWC).
- The proposal must be received in a complete pdf document, received by the Senate Office before the by the posted deadline for the relevant GWC meeting.
- Support memos from relevant deans, department chairs, or other key stakeholders should be included.
- The proponent should be prepared to answer questions and give a brief summary of the proposal at the GWC meeting.

Senate

- Upon the recommendation of the GWC, the proposal will be placed on the Faculty Senate agenda.
- A proponent should be present at the Faculty Senate meeting to answer questions and to present a brief summary of the proposal if requested.
- The Senate may require two readings.
- Approval of the proposal by the Faculty Senate as Class B legislation will be forwarded to the President by the Faculty Senate Chair.

Required Approvals Post-Faculty Senate

- Approval of the President.
- Approval of (or notification to) the Academic Affairs Committee and the Executive Committee of the Board of Trustees (for University-wide Centers and Institutes).

Post-Approval

- Periodic five-year reviews may be conducted on all other programs, centers, institutes, and academic units as required by the *Faculty Manual* or as deemed appropriate by the Faculty Senate or the Executive Vice President and Provost (see *Faculty Manual* section C18.2.3).