



CHE Faculty Standing Committees

2.3.1 Academic Integrity Hearing Board

Each college is required by the university to organize an Academic Integrity Hearing Board to be available to students and faculty in cases where the university's Code of Academic Integrity has been violated. The organization and procedures of the board are described in the [Cornell University Faculty Handbook](#).

[Cornell University: Code of Academic Integrity](#)

[CHE Academic Integrity Hearing Board—Charge and Members](#)

2.3.2 Committee on Academic Status

The Committee on Academic Status consists of a representative from each department elected. Representatives are appointed by the Associate Dean for Academic Affairs for a three year term. A designated administrative officer serves ex officio. The committee elects its chair for a one-year term. The committee has final responsibility on all matters pertaining to the academic standing of undergraduate students and to their fulfillment of college requirements for the bachelor's degree.

The principal duties are:

1. Review and decide on the academic standing of undergraduate students, leaves of absence, and withdrawals
2. Recommend to the faculty those undergraduates to be awarded degrees with distinction
3. Advise, as requested, the administrative officer designated by the dean to receive and act on some student petitions in the first instance
4. Hear appeals from students on decisions of said administrative officer and other appeals

[CHE Committee on Academic Status--Charge and Members](#)

[Cornell's Committee on Academic Freedom and Professional Status of the Faculty--Charge](#)

and

[Cornell's Committee on Academic Freedom and Professional Status of the Faculty--Members](#)

2.3.3 Educational Policies Committee

The Educational Policies Committee is responsible for the development of undergraduate and graduate programs by the college. The committee consists of the Directors of Undergraduate Studies of each department.

Other voting members of EPC include one graduate and one undergraduate student elected for one-year terms by their peers. Non-voting members include a representative of Mann Library and the dean of the college or designee, serving ex officio. The committee from among its faculty membership elects the chair of the committee for a one-year term.

The committee's specific responsibilities are:

1. Make recommendations to the faculty on the educational philosophy of the college and the policies necessary and desirable for implementing that philosophy including admission policies

2. Review and make recommendations to the faculty on college requirements for graduation, the requirements for each major and department curricula.
3. Review proposals for college-wide educational programs and courses and make recommendations to appropriate bodies.
4. Approval of all new courses. Courses must be approved by the Department/Division Chair or Designate before being considered by EPC.

A subcommittee of the Educational Policy Committee is elected to deal specifically with admissions policies.

[CHE Admissions Policy](#)

[Cornell's Committee on Educational Policy—Charge](#)

and

Cornell's Committee on Educational Policy—Members

2.3.4 Grievance Committee

According to [University Policy](#), Each college is responsible for establishment of college-level academic grievance procedures.

The committee consists of five members with one elected each year for a five-year term. A representative body is assured by selecting members from both tenured and non-tenured faculty and from those with resident teaching, extension, and research assignments. Administrators below the level of dean are eligible for election. Committee members are expected to represent the entire college rather than departments. The committee elects a chair each year.

The Grievance Committee deals with complaints received from academic personnel citing grievances against academic personnel or administrators, or from administrators citing grievances against academic personnel when such grievances are of types not delegated to other committees or agencies of the college or the university.

Details of the [Human Ecology grievance procedure](#) appears on the HE website.

University grievance procedures are presented in the University grievance procedures are presented in the [Cornell University Faculty Handbook](#), and at the [University Grievance Policy](#) web site.

2.3.5 Graduate Fellowship Committee

The awarding of graduate fellowships that are competitive within the college is the responsibility of the [directors of graduate studies](#) of the fields associated with the college who serve as the Graduate Fellowship Committee.

2.3.6 Mann Library Committee

Three college faculty members elected at large for a three-year term represent the College of Human Ecology. Others on the committee include four faculty elected the College of Agriculture and Life Sciences, and two student representatives. The Director of Academic Programs (CALs) and the Director of Mann Library (or their designated representatives) are ex-officio members.

The function of the Mann Library Committee is to represent the interest of the faculties and students in promoting the effectiveness of the Albert R. Mann Library as an instrument in the educational processes. The committee serves as a means of liaison between the faculties and the library administration. It advises, assists, and cooperates with the administrative staff of Mann Library to maintain and promote the scholarship of the library; advises administration on matters of library policy and operation; brings concerns and suggestions for improvement to the attention of the library, colleges, and university administration; serves as communication link between faculty, students, scholarly community and the university, colleges and library administration; informs the faculties on library matters and recommends any appropriate action; and along with the library administration, routinely make reports and/or presentations to the meetings of a faculty liaison group. The committee assists the library administration in seeking internal and external support for the library. The Chair of the committee is responsible for calling at least six meetings per year. The committee submits an annual report to the Faculties of CALs and CHE.

[CHE Mann Library Committee Charge and Members](#)

[Cornell's University Faculty Library Board—Charge](#)

and

[Cornell's University Faculty Library Board—Members](#)

2.3.7 Nominations Committee

The Nominations Committee consists of five college faculty members elected at large for a three-year term. At least one member must be non-tenured and no more than two members may be in any one department or division in the college. The chair is elected from among the members.

The Nominations Committee is responsible for elections held within the college for faculty representatives to other than college bodies (for example, the State University of New York Faculty Senate), for members of standing committees of the faculty, and for any other position designated by the faculty.

For elections within the college, the Nominations Committee:

1. Solicits nominations from the faculty for all vacancies
2. Prepares a slate with at least two candidates for each vacancy unless otherwise directed
3. Insures that functions (instruction, research, and extension) and disciplinary areas in the college are appropriately represented among the nominees for committee members at large
4. Announces and publicizes the names of candidates on the ballot and the locations, time, and manner of voting
5. Supervises the election and announces the results

Procedures to fill vacancies in faculty positions on college committees are as follows:

When a permanent vacancy occurs, runners-up in the previous election, in descending order according to total votes received, are asked to serve as a temporary replacement until the end of the current academic year. If a temporary replacement is selected and the term in question extends beyond the end of the current academic year, a permanent replacement is elected at the next regular election.

If runners-up are unavailable, a special election is held as soon as possible and a permanent replacement elected at that time.

Similar procedures are followed in cases of leaves of absence for one year or less, except that replacements shall serve only until the member on leave returns. In the case of leaves of absence of more than one year, the position is declared vacant and treated as above.

When a committee member changes status, (for example, to tenured faculty, thus affecting the representation from particular constituencies), the member in question continues to serve until the end of the current academic year. A replacement, representing the appropriate status, is then elected at the next regular election.

[CHE's Nominations Committee—Charge and Members](#)

[CU's Nominations and Elections Committee—Charge](#)

and

[CU's Nominations and Elections Committee—Members](#)

2.3.8 Special Committees

Special committees of the faculty may be appointed by the dean or by the faculty for specific purposes. Such appointments are announced to the faculty. Unless discharged, a special committee continues to exist until its duties have been accomplished. Examples

are the college's Committee on Diversity, Emeritus Faculty Committee, and the Fellowship Committee for the History of Home Economics and Nutrition.

[CHE Committees--charge and membership](#)