AD37 – Faculty Council/Committee Meetings

These records relate to the meetings of the University's faculty councils and their assemblies, committees, and subcommittees.

Content & Scope
Faculty councils include Applied Health Sciences Faculty Council, Arts Faculty Council, Engineering Faculty Council, Environment Faculty Council, Mathematics Faculty Council, and Science Faculty Council. These bodies fulfill policy and planning functions and deal with academic matters, such as faculty regulations and procedures, curriculum, academic standards, and program development.

This records class excludes the records of faculty tenure and promotion committees and committees which adjudicate issues regarding individual students.

The records include agendas, minutes, reports, and other supporting documents.

Related Records
- For tenure and promotion committees, see HR38: Tenure and Promotion
- For committees which adjudicate issues related to individual students, see the relevant records class in the STUDENT MANAGEMENT function

Responsible Unit
Dean's office of the relevant faculty

Information Steward
Faculty dean

Privacy Classification
- **Public:** minutes of the open sessions of meetings; communications and reports intended for public release.
- **Confidential:** all other records.

Retention
20 years

Disposition
Archives

Retention Rationale
These records have long-term historical value.

Approval Date(s)
December 19, 2011