Index for Rules and Procedures of the Faculty of Lehigh University, Sections 1-4, 6

Absences, 3.2.5
  final examinations, 3.2.5.3
  graduate students, 3.27.3
  undergraduate students, 3.8.3

Academic freedom, 2.1.1

Academic integrity violations, 4.1: Article III, Sec.I.A; Article III, Sec.I.B; Article VIII, Sec.I.B; Article VIII, Sec.I.D; Article VIII, Sec.III.A; 4.1: Appendix A, Sec. D

Adjunct faculty, 2.2.3; 2.9

Administration, 2.5
Administration advisory committees, 1.2.7
Administrative positions, 2.2.3; 2.2.5.2

Admission requirements,
  graduate students, 3.21.1

Alcohol-related cases, students; 4.1: Article III, Sec.V.A; Article III, Sec.V.B; Article III, Sec.V.E; Article VI, Sec.III

Annual reviews of pre-tenure faculty, 2.2.4.1
Anticipatory examinations (see “examinations, anticipatory” and “petitions, anticipatory examinations”)

Appeals,
  faculty, 1.2.2.6; 2.3
  grades, 3.8.7
  harassment, Appendix A8
  students, 4.1: Article IX
  sexual harassment, 4.1: Article IX, Sec.III.E.1; Appendix A

Appointments, faculty, 2.2.3; 2.2.5.2

Apprentice teaching, 3.14.5.1

Arts-Engineering Program, 3.14.1.4

Associate graduate students, 3.21.1

Attendance policies, 3.2.5

Auditing,
  graduate students, 3.21.5
  undergraduate students, 3.4

Baccalaureate degree, second degrees, 3.20.1.1

Bachelor of Arts degree, 3.14.1.2

Bachelor of Science degree, 3.14.1.3

Benefits, for faculty, 2.7

Calendar (see “university calendar”)

Chairpersons,
  faculty, 2.2.10

Chaplain (see “university chaplain”)

Cheating (see “academic integrity violations”)

Civil authorities, 4.1: Article II, Sec.I.I
Classification of undergraduates, 3.2.6
College of Arts and Sciences,
  admissions committee, 1.3.3.1.2
  course committee, 1.3.3.1.2.1
  curricula, 3.14.1
  faculty membership, 1.3.2.1
  honors program (“college scholar program”)
  nominating committee, 1.3.3.1.3; 1.3.3.1.4; see also 1.3.1.1
  policy committee, 1.3.3.1.1
  promotion committee, 1.3.3.1.4
  standing committees, 1.3.3.1
  tenure committee, 1.3.3.1.3
College of Business and Economics,
  faculty membership, 1.3.2.2
  graduation requirements, 3.14.2
  policy committee, 1.3.3.2.1
  standing committees, 1.3.3.2
  tenure committee, 1.3.3.2.2
College of Education,
  committees, 1.3.3.4
  faculty membership, 1.3.2.4
College of Engineering and Applied Science, P.C. Rossin,
  academic policy committee, 1.3.3.3.2
  faculty membership, 1.3.2.3
  promotion committee, 1.3.3.3.4
  standing committees, 1.3.3.3
  tenure committee, 1.3.3.3.3
College faculties, 1.3; 1.3.1
College honors program, 3.11.5
College nominating committees, 1.3.1.1
College promotion and tenure committees, 2.2.2.3; 2.2.6.9; 2.2.9.9
College standing committees, 1.3.3
College transfers, 3.2.3
Committee on advancement 1.2.2.9
Committee on facilities planning 1.1.2.10
Committee on global affairs, 1.2.2.8
Committee on nominations, 1.2.3.1
Committee on standing of graduate students, 1.2.3.2.2; 3.27.2
Committee on standing of undergraduate students, 1.2.3.2.1
Committee on undergraduate awards and prizes, 1.2.5.4
Committee assignments, faculty, 1.2.1
Conduct, (“see student conduct”)
Conduct officer, 4.1: Article VII
Consent calendar, 1.1.3, 1.1.4
Continuing education, 3.18
Cooperative undergraduate education, 3.14.5.2
Council of the P.C. Rossin College of Engineering and Applied Science (E&AS College Council), 1.3.3.1

Courses,
- auditing (see “auditing”)
- changes in, 3.2.1
- concurrent enrollment in other universities, 3.1.4.2
- cross-listed,
  - with other institutions and organizations, 3.2.7
  - with other Lehigh departments, 3.2.2.1
- designation on transcript, 3.13
- graduate level, for undergraduate students, 3.2.4
- overload, 3.2.4
- petitions concerning, 3.12.1
- provisional, 3.6
- special opportunities, undergraduate students, 3.14.5
- vagabonding, 3.5
- withdrawals from,
  - graduate students, 3.27.4
  - undergraduate students, 3.8.4

Credit,
- assignment of hours, 3.1.3
- changes in, 3.1.3
- Lehigh Abroad Sponsored Programs, 3.1.4.1
- transfer credit, (see “transfer credit”)

Cross-listed courses (see “courses, cross-listed”)

Curricula, 3.2
- Dean’s list, 3.11.4
- Definitions of terms, 2.2.2

Degrees,
- application for, 3.20.2
- conferring of, 3.20.4
- honorary, 3.20.6
- revocation of, 4.1: Article VI, Sec.I.G
- withholding of, 4.1: Article VI, Sec.I.F

Departmental administration, 1.1.9
- Departmental evaluation,
  - promotion, 2.2.9.4
  - tenure, 2.2.6.4

University Parliamentarian, 1.1.8
- Departmental honors, 3.11.2
- Diplomas, 3.20.5

Disciplinary appeals committee, 4.1: Article IX, Sec.III
- Disciplinary warning, 4.1: Article VI, Sec.I.A

Discussion sections, 3.1.3
- Dismissal for cause, faculty, 2.2.11
- Dissertation, 3.23.7
defense of, 3.23.8
Distribution requirement,
   for Bachelor of Arts degrees, 3.14.1.2
   for Bachelor of Science degrees, 3.14.1.3
Doctor of arts degree, requirements, 3.24
Doctor of education degree, requirements, 3.25
Doctor of philosophy degree, requirements, 3.23
Drawing sections, 3.1.3
Drug-related cases, students, 4: Article III, Sec.V.C; Article III, Sec.V.D; Article VI, Sec.III
Educational policy committee, 1.2.2.2
Educational requirements and procedures, 3
Electronic voting, 1.1.3
Emergency situations, 4: Article IV
Employment policies, 2.1
   academic employees, 2.5
   graduate students, 3.21.4
Evaluation (see “departmental evaluation,” “promotion, external evaluation,” and “tenure, external evaluation”)
Examinations,
   anticipatory, 3.7.3.4
   comprehensive, 3.7.3.3
   conduct during, 3.7.1
   final, 3.7.3.1
      absences from,
         graduate students, 3.27.3
         undergraduate students, 3.8.3
   general, doctor of philosophy degree, 3.23.6
   hour, 3.7.2
   makeup, 3.7.3.2
      graduate students, 3.27.3
      undergraduate students, 3.7.3.2
   petitions concerning, 3.8.3; 3.12
   proctoring procedures for, 3.7.1
   reexaminations, 3.7.3.5
   special, 3.7.3.6
   undergraduate students, 3.7
Expulsion, 4: Article VI, I, E
Extension of probationary period, 2.2.5.7
External evaluation (see “promotion, external evaluation” and “tenure, external evaluation”)
Faculty administrative committees, 1.2.3
Faculty advisory committees, 1.2.4
Faculty committee on student life, 1.2.2.7
Faculty compensation committee, 1.2.2.4
Faculty financial planning and operations committee, 1.2.2.5
Faculty governance, 1
  committees, 1.2.2
Faculty meeting, 1.1.3; 1.1.4
Faculty personnel committee, 1.1.3; 1.2.2.6, 2.2.1.6, 2.2.11, 2.3
Faculty representation on the council for equity and community, 1.2.4.7
Faculty steering committee, 1.1.3; 1.2.2.1; 6.2
Faculty tuition waiver, 2.8
Fellowships, 3.21.2
Fieldwork, 3.1.3
Final examinations (see “examinations, final”)
Financial aid,
  graduate students,
    fellowships, 3.21.2
    graduate assistants, 2.10
    graduate project assistants, 2.11
    research assistants, 2.11
    scholarships, 3.21.2
    teaching assistants, 2.11
Four o’clock exams, 3.7.2
Full time status,
  graduate students, 3.21.4
  undergraduate students, 3.1.5; 3.8.4
Fundamental fairness, 4.1: Article V
General college division, 3.16
General studies, humanities and social sciences (HSS), 3.14.4
General studies committee, 1.3.3.5
Grades,
  deadlines for submitting, 3.8.5
  graduate students, 3.27
    absence from final examination, 3.27.3
    definition of, 3.27.1
    incomplete, 3.27.2
  undergraduate students, 3.8
    absence from final examination, 3.8.3
    appeals, 3.8.7
    averages, 3.9
    definitions, 3.8.1
    incomplete, 3.8.2
    release of, 3.8.5
    reports, 3.8.6
Graduate admissions, 3.2.1.1
Graduate and research committee, 1.2.2.3
Graduate assistants, 2.10
Graduate level courses, undergraduate students, 3.2.4
Graduate project assistants, 2.11
Graduate studies, 1.4; 1.4.1
Graduation, 3.20
  faculty participation in, 2.5
Harassment, 4.1: Article III, Sec.II.B; Article IX, Sec.III.E; 4.1: Appendix A, Sec.A
Hazing, 4.1: Article III, Sec.II.D
Honorary degree committee, 1.2.4.4
Honorary degrees, 3.20.6
Honors, 3.11
  college honors program, 3.11.5
  dean’s list, 3.11.4
  departmental, 3.11.2
  graduation, 3.11.1
  living group, 3.11.3
Hour exams, 3.7.2
Incompletes,
  graduate students, 3.27.2
  undergraduate students, 3.8.2
Independent study, 3.1.3
Initial appointment, faculty,
  instructor, 2.2.3
  joint appointment, 2.2.3.1
  lecturer, 2.9
  part time faculty, 2.2.3
  tenure granted upon, 2.2.5.3
Instructors, 2.2.3
  promotion of, 2.2.9.1
Integrity violations,
  academic, 4.1: Article VIII, Sec.III
  non-academic, 4.1: Article VIII, Sec.II
Intercollegiate athletics, (see “athletics”)
Joint appointments
  annual evaluation for merit, 2.2.3.1.4
  annual review of pre-tenure faculty, 2.2.3.1.5
  change in status, 2.2.3.1.9
  definition of, 2.2.3.1
  initial appointment, 2.2.3.1.1
  memorandum of understanding, 2.2.3.1.2
  reappointment, 2.2.3.1.6
  special committee, 2.2.3.1.3
  tenure and promotion, 2.2.3.1.7
  triennial review of associate professors, 2.2.3.1.8
Laboratory sections, 3.1.2
Leave of absence,
  faculty, 2.4; 2.2.5.5.2; 2.2.5.6.2
  undergraduate students, 3.1.4.2
Lecture sections, 3.1.2; 3.1.3
Lecturer, 2.9
Lehigh Abroad Sponsored Programs, 3.1.4.1
Library users’ committee, 1.2.4.1
Living group,
  honors, 3.11.3
  probation, 3.10.5
Makeup examinations (see “examinations, makeup”)
Master’s degrees, 3.22
  Master of Arts degree, 3.22.1
  Master of Business Administration degree, 3.22.1
  Master of Education degree, 3.22.1
  Master of Engineering, 3.22.1
  Master of Science degree, 3.22.1
Military science, 3.17
Online Learning Policy Committee, 1.2.4.6
Overload, (see “courses, overload”)
Part time status,
  graduate students, 3.21.4
  undergraduate students, 3.8.4
Pass-fail system, 3.3
P.C. Rossin College of Engineering and Applied Science (see “College of Engineering and Applied Science”)
Petitions, 3.12
  anticipatory examinations, 3.12.2
  courses, 3.12.1
  credit hours, 3.2.4
  makeup examinations, 3.7.3.2
  prerequisites, 3.12.3
  readmission, 3.12
  reexaminations, 3.7.3.5
  reinstatement, 3.10.3; 3.12
  special examinations, 3.7.3.6
  substitutions, 3.12.2
Physical assault, 4.1: Article III, Sec.II.A; 4.1: Appendix A, Sec.B
Plagiarism, 4.1: Article III, Sec.I.B
Postdoctoral work, 3.26
Prerequisites,
  changes in, 3.2.2
  petitions concerning, 3.12.3
Probation, 3.10; 4.1: Article VI, Sec.I.B
  disabilities for students, 3.10.4
  disciplinary,
    student organizations, 4.1: Article VI, Sec.IV.B
    students, 4.1: Article VI, Sec.I.B
  poor scholarship, 3.10.3
  reinstatement status, 3.10.3
  removal from, 3.10.2
scholastic, 3.10.1
social, for organized living groups, 3.10.5
social, for student organizations, 4.1: Article VI, Sec.V.A
Probationary period (see “tenure, probationary period”)
Proctoring, 3.7.1
Professor emeritus, 2.2.10; 2.2.12
Professor of Practice, 2.12
Promotion, 2.2.8; 2.2.9
administration’s recommendation, 2.2.9.13
and administrative appointment, 2.2.3; 2.2.8.2
associate professors, promotion of, 2.2.2.3; 2.2.4.2; 2.2.8.2; 2.2.9
college promotion committee review, 2.2.9.9
committees,
  College of Arts and Sciences, 1.3.3.1.4
  College of Business and Economics, 1.3.3.2.2
  College of Education, 1.3.3.4.1
  P.C. Rossin College of Engineering and Applied Science, 1.3.3.3.4
dean’s recommendation, 2.2.9.10
departmental evaluation, 2.2.9.4
departmental recommendation, 2.2.9.5
disagreements concerning, 2.2.9.10; 2.2.9.13
external evaluation, 2.2.9.2; 2.2.9.3
faculty recommendation, 2.2.2.1; 2.2.6.9; 2.2.6.13; 2.2.9.9; 2.2.9.13
faculty responsibility, 2.2.1.4
initiating review process, 2.2.9.2
instructors, promotion of, 2.2.8.1
joint appointment faculty, 2.2.3.1
review file,
  assembly of, 2.2.9.4
  consultation concerning,
    with dean, 2.2.9.11
    with department chairperson, 2.2.9.6
  submission to,
    college promotion committee, 2.2.9.8
dean, 2.2.9.7
provost, 2.2.9.12
review process, 2.2.4.2; 2.2.9
subsequent promotion reviews, 2.2.9.14
voting faculty members, 2.2.2.2.3
withdrawal from review process, 2.2.9.6; 2.2.9.11
Property (see “University property”)
Provisional courses (see “courses, provisional”)
Quizzes, 3.7
Readmission, petitions for, 3.12
Reappointment,
  faculty responsibility, 2.2.1.4
joint appointment, 2.2.3.1
lecturer, 2.9
professor of practice, 2.12
tenure-track faculty, 2.2.4.1; 2.2.7
visiting faculty, 2.2.3
voting faculty members, 2.2.2.2.1
Recitation sections, 3.1.2; 3.1.3
Recusal, 2.2.2.2.4
Registration,
    graduate students, 3.21.3
    undergraduate students, 3.2.4;
Reinstatement, from probation, 3.10.3
Research assistants, 2.11
Retirement, 2.2.12
Review consultation study (RCS) period, 3.1.1
Roster of studies, 3.2.4
Rules of order, 1.1.1
changes to, 1.1.2
Rules & Procedures of the Faculty of Lehigh University and Related Information,
    changes in,
        informational material, 6.2
        rules and procedures, 1.1.2; 6.1
    resolution of inconsistencies, procedure for, 6.3
Sanctioning guidelines, 4:1: Appendix A
    hazing, 4:1: Appendix A, Sec.C
    physical assault, 4:1: Appendix A, Sec.B
    sexual assault, 4:1: Appendix A, Sec.A
    sexual harassment, 4:1: Appendix A, Sec.A
Sanctions, 4.1: Article VI
    students,
        primary sanctions, 4.1: Article VI, Sec.I
        secondary sanctions, 4.1: Article VI, Sec.II
    student organizations,
        primary sanctions, 4.1: Article VI, Sec.IV
        secondary sanctions, 4.1: Article VI, Sec.V
Scheduling of Classes, 3.1.2
Scholarships,
    graduate students, 3.21.2
Scholastic probation, 3.10.1
Secretary of the faculty, 1.1.7; 1.2.1; 1.2.2.1
Seminars, 3.1.3
Sexual assault, 4.1
Sexual harassment and misconduct, 4.1: Article III, Sec.II.C; Article IX, Sec.III.E; 4:2:
    Appendix A, Sec.A
    appeals concerning, 4.1: Article IX, Sec.III.E.1
Special examinations (see “examinations, special”)
Standing committees, 1.2.6; 1.3.3; 1.3.4
  College of Arts and Sciences, 1.3.3.1
  College of Business and Economics, 1.3.3.2
  College of Education, 1.3.3.4
  P.C. Rossin College of Engineering and Applied Science, 1.3.3.3
  General studies committee, 1.3.3.5
Standing Subcommittee on Writing Instruction, 1.2.2.2.1
Student conduct,
  expectations of, 4.1: Article III
  responsibilities of, 4.1: Article V
Study abroad programs, 3.1.4.1; 3.1.6
Study abroad faculty policy board, 1.2.4.5
Student option system (see “pass-fail system”)
Subcommittee on rules and procedures, 1.2.2.1.1
Summer session, 3.15
  other universities, 3.1.4.2
  pass-fail, 3.3.1
  teaching, limitations on, 2.5; 3.15
Suspension,
  disciplinary deferred suspension, 4.1: Article VI, Sec.I.C
  disciplinary suspension, 4.1: Article VI, Sec.I.D
Teaching assistants, 2.11
Tenurable appointment, definition of, 2.2.1.3; 2.2.2.5
Tenure, 2.2.5; 2.2.6
  and administrative appointments, 2.2.5.2
  and part-time service as adjunct, 2.2.5.6.4
  appeals concerning, 2.2.1.6
  college tenure committee review, 2.2.6.9
  committee,
    College of Arts and Sciences, 1.3.3.1.3
    College of Business and Economics, 1.3.3.2.2
    College of Education, 1.3.3.4.1
    P.C. Rossin College of Engineering and Applied Science, 1.3.3.3.3
consultation,
  with dean, 2.2.6.11
  with department chairperson, 2.2.6.6
criteria for, 2.2.1.5
definition of, 2.2.2.6
departmental evaluation, 2.2.6.4
departmental recommendation, 2.2.6.5
extension of probationary period, 2.2.5.7
  elective extension, 2.2.5.7.3
  parenthood, 2.2.5.7.1
  personal reasons, 2.2.5.7.2
external evaluation, 2.2.5.3; 2.2.6.2
faculty responsibility, 2.2.1.4
initial appointment, granting upon, 2.2.5.3
initial appointment, granting tenure on initial appointment for faculty positions, 2.2.5.3.1
initial appointment, granting tenure on initial appointment for administrative positions, 2.2.5.3.2
joint appointment faculty, 2.2.3.1
probationary period,
  definition of, 2.2.2.4
  extensions of, 2.2.5.4; 2.2.5.7
  maximum length, 2.2.5.8
  time included in, 2.2.5.5
  time not included in, 2.2.5.6
promotions including, 2.2.5.1
recommendation,
  administration, 2.2.6.13
  dean, 2.2.6.10
  disagreements over, 2.2.6.10; 2.2.6.13
  faculty, 2.2.6.6; 2.2.6.9; 2.2.6.13
review file,
  assembly of materials for, 2.2.6.3
  consultation concerning,
    with dean, 2.2.6.11
    with department chairperson, 2.2.6.6
  submission of,
    to college tenure committee, 2.2.6.8
    to dean, 2.2.6.7
    to provost, 2.2.6.12
review process, 2.2.2.2; 2.2.4.1; 2.2.6
  initiating, 2.2.6.1
  timeliness of, 2.2.5.4
second consideration, 2.2.6.14
tenurability of slots, 2.2.1.3
track,
  definition of, 2.2.1.3
withdrawal from review process, 2.2.6.6; 2.2.6.11
Termination,
  faculty appointment, 2.2.7.5
  student organizations, 4.1: Article VI, Sec.IV.D
Theft, 4.1: Article III, Sec.III.B; Article III, Sec.III.C; Article III, Sec.III.E
Transcript,
  audited courses, 3.21.5
  course designation, 3.13
  cross-listed courses, 3.2.2.1
  requesting, 3.20.3
  symbols on, 3.8.1
Transfer credit,
  international courses, 3.1.4
  master’s degree, 3.22.2
undergraduate students, 3.1.4
Triennial reviews of tenured associate professors, 2.2.4.2
University calendar, 3.1.1
University committees, 1.2.5
University Committee on Discipline, 4.1: Article VIII, Sec.II.E
University faculty, 1.1.6
University faculty operating procedures, 1.
University faculty standing committees, 1.2
University property, 2.5; 4.1: Article III, Sec.III.A
University service professor, 2.2.10
University Student Conduct System,
  authority of, 4.1: Article II, Sec.I
  conduct, expectations of, 4.1: Article III
  definition of terms, 4.1: Article I, Sec.I
  familiarity with, 4.1: Article II, Sec.H
  philosophy, 4.1
  proceedings and process, 4.1: Article VIII
  review and revision of, 4.1: Article X
Vacations, faculty, 2.6
Vagabonding, 3.5
Visiting faculty, 2.2.3
Visiting lecturers committee, 1.2.5.5
Voting members, faculty, 1.1.6; 2.2.2.2
Voting procedures, of faculty meeting, 1.1.3
Withdrawals (see “courses, withdrawals,” “promotion, withdrawal from review process,” and “tenure, withdrawal from review process”)