

Required Elements of a Committee Charge Guidelines for Change

1. Identify Issue: the [Required Elements of a Committee Charge](#) is outdated and complex.
2. Provide Rationale: the proposed charge template is simplified and aligns with BC's Guiding Documents.
3. History: The Senate Constitution & By-laws Article VIII, Section 7: College-wide Committee charges are to be reviewed annually in the Fall semester and any revisions must be approved by the Senate (body rep.) before the new charge can take effect.
4. Arguments: N/A
5. Solution: the charge template is intended to use a guide for a committee charge.

Conclusion: remove the Required Elements of a Committee Charge and replace with the Committee Charge template.

Required Elements of a Committee Charge by Nick Strobel; approved by the Academic Senate 3/29/2023

Guidelines for Change rationale by Tarina Perry, 11/2025