1 **AUTHORITY** – The committee functions under the authority of the University of Nevada, Las Vegas Faculty Senate as provided in Section 8 of the Faculty Senate Constitution and Sections 5 and 6 of the Faculty Senate Bylaws.

2 **MEMBERSHIP** – Membership of the committee is determined by Section 5 of the Faculty Senate Bylaws. Membership of the committee may only be altered by a vote of the Faculty Senate.

   2.1 – The **Program Review Executive Committee (PREC)** shall consist of all the **second year** members of the Program Review Committee. **PREC** shall oversee all the activities of the Program Review Committee for the current academic year.

   2.2 – The Chairperson of the Program Review Committee shall be the Chairperson of the **PREC**.

3 **OPERATIONAL PROCEDURES**

   3.1 – Meetings of the **PREC** are scheduled regularly during the fall and spring semesters.

   3.2 – Members of the **PREC** who are unable to attend shall send a proxy and complete the appropriate paperwork for substitution.

   3.3 – Members of the **PREC** who are absent for more than two meetings without sending a proxy may be removed and replaced.

   3.4 – A quorum of the **PREC** shall be 60% of its membership.

   3.5 – A **simple** majority vote is required for action.

   3.6 – The **PREC** shall conduct the **election of the Chairperson** of The Program Review Committee for the upcoming academic year by the end of April of the academic year.

   3.7 – The Chairperson of the **PREC** will submit to the Faculty Senate an annual report on the activities of the committee.

4 **GENERAL FUNCTIONS** – The Program Review Committee shall have the responsibility of organizing and conducting a review of each undergraduate and graduate program.

   4.1 – In consultation with the Executive Vice President and Provost, the committee will organize a review of each existing undergraduate and graduate program at least every ten years. When possible, scheduling will coincide with program accreditation processes. New programs must be evaluated within five years of implementation.

   4.2 – The committee will submit written reports of all programs reviewed to the Faculty Senate Office, and Executive Vice President and Provost with copies to the Graduate Dean, academic unit dean or director, and to the President.

5 **DELEGATION TO THE CHAIRPERSON**

   5.1 – Power is given to the Chairperson to provide prompt response where required.
5.2 - If an issue for which there is an established policy or precedent is brought to the committee, the Chairperson or their designee is authorized and instructed to act for the PREC.

5.3 – The Chairperson may consult with the membership of the PREC electronically before taking any action.

5.4 - If an issue demanding immediate action is not covered by established policy or precedent, the Chairperson is empowered to call an emergency meeting, securing the participation of those voting members available. Any action taken, and the reason therefore, will be reported to the PREC at the next regular meeting for discussion, possible changes and final approval.