I. Purpose
The Policy Committee is appointed and charged with responsibilities associated with the review, amendment and proposal of BSNES policies.

II. Membership
The committee shall consist of one full-time faculty member from each department in the Bayer School. Members of the committee are appointed by the Dean upon recommendation from each department. The term of service is three years. At the end of a member's term, the corresponding department submits to the Dean a recommendation for a replacement. Members can serve any number of terms. To ensure continuity, the terms of all members are staggered so that no more than one member is replaced in the same year.

III. Duties and Responsibilities
The committee members are responsible for ensuring sensible policies, for maintaining BSNES policies up to date, for disseminating new and existing policies and for soliciting proposals for new policies from the BSNES faculty.

IV. Operation
The committee shall meet regularly once every semester, preferably within the first three weeks of the term. Existing policies will be reviewed and updated at every meeting. The committee shall receive proposals for new policies year round, and discuss them in an ongoing basis. New proposals created by the committee shall be submitted to the Dean. The Dean will submit each new policy to the BSNES faculty for approval by a general vote.

V. Initial meeting 2017
At the first meeting, a list of existing policies will be compiled and a repository will be created and made available to the BSNES faculty and staff. The policies will be prioritized and work will commence on revision of the policy with the top priority.

VI. Amendments to the Charter
This Charter shall be amended by the committee as needed but not more often than once every three years.