Problem

Members of the Senate and Handbook have long found it problematic and cumbersome to have any changes to committees (except to plug in membership names and terms) go through the existing process where proposals can be made in the Senate and sent to Handbook or proposed in the Handbook and sent to Senate, and in either case, if the second body fiddles with it, it has to go back to the original body for acceptance. We have gotten confused as terms expire and no one has figured out how to get a proposal to the Provost who is then responsible for getting it on the Board agenda for final confirmation. Sometimes that doesn’t happen, but when it does the Senate has to update the website and Handbook has to make the changes to the Handbook.

Our idea was to take the Handbook out of it so that Senate would be responsible for all the committees and get proposals to the Provost who would get them to the Board. However, taking many of the committees out of Handbook is problematic since that’s where we get input from various VP’s and our general counsel, and we need to have those people in the loop.

Our second idea was to be inclusive of Staff Senate and SGA who serve on many of the University Committees which are completely under the control of Faculty Senate and Faculty Handbook. Their only mechanism for input is to ask one of those two bodies to listen to them and make any changes on their behalf—they have no power to control these committees at all.

So now the question for us is do we want to pull out those committees (or some of those committees) in the second list and figure out a way to give more power to Staff Senate and SGA in how those committees are structured and run? Or leave it alone?

Inherent in all this is to find a way to make the process of committee changes work like it is supposed to so that we always have the website and the Handbook matched.

I’ve included the introduction to Chapter Seven below. Taking some committees out of the Handbook will mean we have to figure out how the charges assigned to the Senate’s Committee on Committees will be carried out and by whom.

CHAPTER SEVEN:

UNIVERSITY STANDING COUNCILS AND COMMITTEES

In addition to the university administrative structure, the Faculty Senate, the Staff Senate, the Student Government Association, and other university councils and committees play a significant role in the governance and management of the activities of the institution.

The administration, the Faculty Senate, and the Student Government Association (SGA) may each appoint committees to address issues of special concern to those groups. In the case of administratively appointed committees, reports and recommendations are made to the administrator responsible for creating the committee and determining its function. Faculty Senate committees report to that body, which in turn may make recommendations to the president, the provost, other appropriate administrative officers, or to an appropriate university standing council or committee. SGA committees report to the SGA. SGA recommendations are made to the president or the vice president for student services and institutional diversity.

University standing councils and committees and their purposes are determined jointly by the president and the faculty. These groups provide advice and counsel, serve as appellate panels, and propose policies and procedures that affect the entire university. Standing councils and committees report to the appropriate administrator. Appointment of faculty members to these groups is made by the Faculty Senate acting as the committee on committees, unless their selection process is specified.

Acting as the committee on committees, the Faculty Senate:

♣ Makes a continuous study of all standing committees except the Council of Vice Presidents and the Council of Deans and recommends that committees be restructured, combined, eliminated, or created as changing conditions of the university may dictate, with the approval of the university president.

♣ Appoints, subject to the approval of the president or the president’s representative, faculty members of all university committees unless the selection process is specified. Membership to any committee will include one or more individuals from offices or departments that deal directly with the area of concern of that committee. Consent of all appointees will be required before the appointment is official.

♣ Studies the distribution of committee memberships and makes any changes it deems advisable.

♣ Publishes a complete list of committees and memberships for distribution to the faculty and administrative offices each fall.

Faculty Membership Committees

**Reporting to the President**

Academic Freedom Committee

Faculty Emeritus/Emerita Committee

Faculty Grievance Panel

Faculty Handbook Committee

Faculty Hearing Committee

Radiation Safety Committee

**Reporting to the Provost**

Academic Assessment Committee

Academic Adjustments and Appeals Committee

Faculty Development Committee

Faculty Salary Review Committee

Graduate Council

Honorary Degree Committee

Honors Council

Institutional Animal Care and Use Committee

Institutional Review Board (IRB)

Library Committee

Professional Education Council

Public Service Award Committee

Research, Scholarship, and Creative Activity Award Committee

Sabbatical Leave Review Committee

Service-Learning Advisory Committee

Student Evaluation of Teachers Committee

Study Abroad Advisory Committee

Teaching Excellence Award Committee

UCA Core Council

Undergraduate Council

University Research Council

Committees Including Faculty and Staff Memberships

**Reporting to the President**

Athletic Committee

Employee Benefits Advisory Committee

Information Technology Advisory Committee

Public Art Committee

Strategic Planning Committee

Strategic Budget Advisory Committee

Student Success and Retention Council

University Admissions Committee

**Reporting to the Provost**

Online Learning Advisory Committee

University Calendar Committee

**Reporting to the Vice President for Student Services**

Student Grievance Committee

Student Life Committee

**Reporting to the Vice President for Finance and Administration**

Assistance Program for Students with Exceptional Circumstances

Financial Aid Committee

Housing Exemptions Committee

Scholarship Committee

Sustainable Environment and Ecological Design Committee

Traffic and Parking Committee

University Safety Committee

**Reporting to the Vice President for Institutional Advancement**

Public Appearances Committee

**Reporting to the Associate VP for Human Resources and Risk Management**

Health and Wellness Advisory Committee

**Reporting to the Vice President for Student Services**

Student Center Board (faculty appointed by FS)