The following language is part of the university’s Mission Statement adopted May 6, 2011 by the Board of Trustees: “We commit to being responsible and accountable in our operations at all levels of the institution, including continuous assessment of our academic programs and transparency in our fiscal and operational proceedings.”

Furthermore, “We believe in processes of shared decision making based on productive synergistic interactions among our students, faculty, and staff, and disciplines in the pursuit of institutional goals.”

There exists a number of committees under an administrative structure, including the Faculty Senate, the *Faculty Handbook* Committee, the Staff Senate, and the Student Government Association, which report to one of five administrators. The Faculty Senate by its Constitution and through the Board of Trustees has the power to “review university policies in all areas which directly pertain to the academic function of UCA, (*Constitution*, Article II Section 1). In order to carry out this mandate, the *Constitution* states:

* each university standing committee shall forward copies of its minutes to the senate membership and shall make available to the senate for its review any proposals that emanate from said standing committee. The senate may call on chairs of university standing committees to discuss policy proposals that the senate may wish to review.
* The senate shall consider all matters proposed by university and senate committees, by individual faculty members, by the provost, or by the university president, if placed on its agenda.
* The senate shall serve as the faculty committee on committees for the selection of faculty members on all university standing committees.

Furthermore, since all University committees are listed in *The Faculty Handbook* and no changes can be made to *The Faculty Handbook* without Faculty Senate approval, any changes to existing committees or the creation or elimination of University committees cannot be accomplished except through Faculty Senate and the *Faculty Handbook* Committee working together, and ultimately, through the Board of Trustees. This is a good system. However, some University committees do not directly pertain to academic functions at UCA, which entails that the Faculty Senate is not the appropriate body to oversee those committees. In order to facilitate the process of shared governance among our students, faculty, and staff in reviewing certain committees, determining their membership and charge, their membership structure, and in creating or eliminating such committees, we propose the creation of the University Committee on Committees to perform the functions of the Faculty Senate for those University committees which do not pertain to academic functions but nevertheless are vital to meeting our institutional goals.

The Faculty Senate and the Faculty Handbook Committee recommended the following committees be removed from *The Faculty Handbook* in February, 2018:

Athletic Committee

Employee Benefits Advisory Committee

Financial Aid Committee

Health and Wellness Advisory Committee

Honorary Degree Committee

Honors Council

Housing Exemptions Committee Scholarship Committee

Information Technology Advisory Committee

Public Art Committee

Radiation Safety Committee

Student Center Board

Student Success and Retention Council

Sustainable Environment and Ecological Design Committee

Traffic and Parking Committee

University Safety Committee

We recommend that a University Committee on Committees be formed to

* review policy proposals that are approved from the committees under its purview;
* hear requests to alter, add, or delete committee membership or charges of committees under its purview;
* recommend to the President restructuring, combining, eliminating or creating committees as changing conditions of the university may dictate of committees that do not otherwise fall under the purview of the Faculty Senate or *The Faculty Handbook*.
* appoint faculty, staff, and student members to committees under its purview. 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.
* publish a complete list of committees and memberships each fall on the Faculty Senate website of University Committees.

The University Committee on Committees will report to the President.

Membership

1. Chair—Chief of Staff
2. Faculty Senate Vice-President
3. Faculty Senator appointed by Faculty Senate
4. Staff Senate Vice President
5. Staff Senator appointed by Staff Senate
6. Student Government Vice President
7. Student Government Senator appointed by SGA

All members have an equal vote.

All existing committees will have the same title, charge, membership, meetings and reporting lines as currently presented on the Faculty Senate’s University Committees pages with the exception of statements under the Membership Section pertaining to faculty, staff and student members. Every committee will now be changed to “Faculty, staff and student members will be appointed by the University Committee on Committees.” Since two faculty senators, two staff senators and two SGA representatives will serve on the University Committee on Committees, the UCC may utilize those three bodies to suggest members, but it will be the UCC that ultimately appoints them.

**RESOLUTION TO CREATE THE UNIVERSITY COMMITTEE ON COMMITTEES**

**WHEREAS** the Faculty Senate by virtue of its Constitution has the power to “review university policies in all areas which directly pertain to the academic function of UCA, (*Constitution*, Article II Section 1); and

**WHEREAS** the Faculty Senate carries out this function in part by overseeing all University committees; and

**WHEREAS** not all University committees pertain to the academic function of UCA; and

**WHEREAS** the *Faculty Handbook* has voted to remove fifteen of these University committees from *The Faculty Handbook*; and

**WHEREAS** the Faculty Senate has voted to support this action; and

**WHEREAS** UCA’s mission includes “being responsible and accountable in our operations at all levels of the institution;” and

**WHEREAS** UCA believes “in processes of shared decision making based on productive synergistic interactions among our students, faculty, and staff, and disciplines in the pursuit of institutional goals;”

**BE IT HEREBY RESOLVED** that UCA create a University Committee on Committees to oversee the University committees that do not fall under the purview of the Faculty Senate.

University Committees on Committees

Charge

1. review policy proposals that are approved from the committees under its purview;
2. hear requests to alter, add, or delete committee membership or charges of committees under its purview;
3. recommend to the President restructuring, combining, eliminating or creating committees as changing conditions of the university may dictate of committees that do not otherwise fall under the purview of the Faculty Senate or *The Faculty Handbook*.
4. appoint faculty, staff, and student members to committees under its purview.
5. publish a complete list of committees and memberships each fall on the Faculty Senate website of University Committees.

Membership

Members are the Chief of Staff, who serves as chair, the Vice-President of the Faculty Senate, the Vice-President of the Staff Senate, the Vice-President of the Student Government Association, one Faculty Senator appointed by the Faculty Senate, one Staff Senator appointed by the Staff Senate, and one Student Government Representative appointed by the Student Government Association.

The Vice-Presidents will serve one year terms coinciding with their terms as Vice-President of Faculty Senate, Staff Senate, and Student Government Association. The Faculty Senator, the Staff Senator will serve two year staggered terms. The Student Government Association Representative will serve a one year term.

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| Member | Term | Title |
| Kelley Erstine | Permanent | Chief of Staff, Chair |
| Rahul Mehta | 2018 | Faculty Senate VP |
|  | 2019 | Faculty Senator |
| Lesley Graybeal | 2018 | Staff Senate VP |
|  | 2018 | Staff Senator |
| Carly Jo Riggins | 2018 | SGA VP |
|  | 2018 | SGA Representative |

Meetings

Monthly. Day and time determined by committee membership.

Reports to

President