

REPORT OF THE EXECUTIVE COMMITTEE  
October 19, 2017

Restructuring of the Standing Committees of the Senate

Changes to the By-Laws of the Faculty Senate

4.13 Unless specified otherwise, each committee shall be comprised of six faculty members, one of whom shall serve as chairperson, and ~~two~~ ~~three~~ students, ~~one~~ ~~two~~ undergraduates and one graduate student. ~~†~~The faculty members of standing committees shall serve for ~~three-year~~ terms of ~~two years, and shall be appointed~~ on a staggered basis ~~from the time of their approval until the first meeting of the Senate in the fall three years afterwards. Committee chairs shall serve for two years in that capacity. , three one year and three the following year. Similarly, the committee chairs shall be staggered so that approximately one-half are named each year. The s~~ Student members shall serve for one year and shall be eligible for appointment to a second term. ~~They~~ ~~Students~~ shall be appointed, respectively, by the Student Senate and by the Graduate Student Association. ~~Committee chairs or the Faculty Senate Executive Committee may request that the University administration make available those administrators and/or staff members whose expertise is aligned with the work of the committees to act as liaisons to committees as needed. Administrator and/or staff liaisons may advise committee members regarding the work of the committee but shall not be considered committee members.~~

4.14 Each committee shall meet at least once a semester ~~unless otherwise specified. Carrying out committee work electronically is permissible. The members of standing committees shall serve for two-year terms on a staggered basis from the time of their approval until the first meeting of the Senate in the fall two years afterwards.~~

4.15 The chairperson shall be responsible for preparing the agenda and calling the meetings. Another member of the committee shall be responsible for recording minutes and submitting them to the Office of the Faculty Senate upon approval. ~~Unless otherwise specified, the chairperson shall receive the equivalent of one course release per semester.~~

4.165 Each committee shall provide a brief informational report at the October meeting of the Faculty Senate outlining its goal(s) for the coming year. Each committee shall ~~present a report of its activities to the Faculty Senate~~ ~~submit to the Senate Executive Committee~~ at least once a year as indicated in the description of the committee charge. ~~written report of its activities.~~

4.176 Committee reports to be placed on the agenda for a regular Senate meeting must be submitted to the Executive Committee at least seven days in advance of the Executive Committee meeting preceding the Senate meeting at which said reports are to be considered for inclusion on the agenda, and shall be distributed with the agenda to members of the Senate.