

1.3 Faculty Committees

1.3.1 In General University Standing Committees (excluding The Faculty Personnel Committee and the University Discipline Appeals Committee, both of which shall remain independent of the Faculty Senate) shall report to the Faculty Senate. The Faculty Senate may decide:

- 1) To give the Chairpersons of one or more Faculty committees ex officio status in the Faculty Senate as a voting member (no more than nine Chairpersons may be given such status);
- 2) To change the mission or composition of Faculty committees except the Faculty Personnel Committee and both the University Committees on Discipline; and
- 3) To create new Faculty committees, combine existing committees, or dismantle existing committees following the procedures given in R&P 1.2.6 of this document.

The creation of any new temporary university committee with Faculty participation shall be coordinated with the Executive Committee of the Senate. The Senate must approve the creation of any new permanent university committee with Faculty participation.

The president is a member ex officio of all committees of the university faculty. Elections for positions filled by vote of the entire university faculty will be conducted using an electronic ballot. At the next-to-last regularly scheduled Faculty Senate meeting of the academic year, the slate of candidates for all vacancies is finalized, as specified in the description of the committees in R&P, to maintain full membership on each committee. A call for nominations is issued at least two weeks prior to this meeting. Nominations will also be solicited during the next-to-last Faculty Senate meeting. The “write-in” candidate option will be available for all vacancies. Working with each colleges’ nominations committees, the executive committee of the Faculty Senate will organize the election using an electronic ballot within two weeks after the next- to-last Faculty Senate meeting. An email containing the link to the ballot and voting instructions will be sent to each voting member of the faculty. At least one week’s time will be given for faculty members to cast their votes. The executive committee of the Faculty Senate will consult with the University Parliamentarian and the Office of Institutional Research in conducting the electronic election. The term of membership normally begins on July 1.

Elections to the Faculty Senate and for positions to those committees listed in Section 1.3 of (R&P) and filled by vote of the respective college faculty will be conducted and the results communicated to the Faculty Senate and to the Office of the Provost by the April 15.

Faculty members are expected to accept committee assignment as their services are needed and as their current workload permits. Nominating committees will consult with members of the faculty before placing their names in nomination. To aid the nominating committees and those responsible for appointment to committees and subcommittees, the secretary of the faculty maintains a roster of the membership of all standing and ad hoc committees and subcommittees of the university faculty and Faculty Senate, and deans of the colleges maintain rosters of faculty members listing all committee assignments above the departmental level. It is the responsibility of each committee chairperson to send a roster of committee members to the secretary of the faculty and college deans.

Each standing committee shall, **select a member to serve as their chairperson for the following academic year and communicate this selection to the Secretary of the Faculty by the conclusion of the Spring term. Each standing committee shall**, at the call of its chairperson or its senior member in the event of a vacancy in the chair position, reorganize before the first regular fall semester meeting of the faculty.

All standing committees must meet at least once each academic year and shall report to the Faculty Senate those activities which are of general importance and consequence. Any voting member of the faculty may address a written statement regarding faculty business to a faculty committee.