



Office Memorandum

Date: April 17, 2003

To: Academic Senate

From: J. T. Anagnoson, Chair

Copies: Academic Senate Committee and Subcommittee Chairs and Executive Secretaries

Subject: **Academic Senate Committee and Subcommittee Reorganization Proposal**

Most of you probably are aware that the Executive Committee of the Academic Senate has been working on a broad proposal to reorganize the committee and subcommittee structure of the Senate for the last four years, under three Senate chairs, Marshall Cates, William Taylor and me. This year's Executive Committee has finished the proposal and is ready to present it to the Academic Senate as a first-reading item on April 29, 2003.

Here is a summary of what we are proposing:

1. **Student member** – on all committees, we are proposing to use the current standard definition of an eligible student member. The definition came from the Chancellor's Office, and we have already placed it in several committee membership definitions as they have come through the Senate the past two years.
2. **Academic Information Resources Committee** – move to a subcommittee of the Educational Policy Committee. Add a liaison from EPC and the Director of the Center for Effective Teaching and Learning to the membership.
3. **Committee on Committees** – change this committee to a nominations committee.
4. **Educational Policy Committee** – add part of the writing skills subcommittee's charge to the charge of EPC.
5. **Academic Advisement Subcommittee** – add a liaison assignment to the Student Policy Committee.
6. **Curriculum Review Subcommittee** – consolidate the reduced workloads of the Undergraduate Studies Subcommittee, the Graduate Studies Subcommittee, and the Extended Education Subcommittee into a Curriculum Review Subcommittee.
7. **Extended Education Subcommittee** -- this subcommittee has had almost no work in recent years, and we are recommending its elimination.
8. **General Education Subcommittee** – no change.
9. **Graduate Studies Subcommittee** – consolidate into the Curriculum Review Subcommittee.

10. **Library Subcommittee** – no change.
11. **Program Review Subcommittee** – recommend that members be tenured.
12. **Student Assessment Subcommittee** – recommend elimination.
13. **Teacher Education Subcommittee** – recommend elimination.
14. **Undergraduate Studies Subcommittee** – consolidate into the Curriculum Review Subcommittee.
15. **Writing Skills Subcommittee** – recommend elimination; transfer part of the charge to the Educational Policy Committee.
16. **Faculty Policy Committee** – add monitoring faculty hiring to the charge.
17. **Awards and Leaves Subcommittee** – no change.
18. **Equity and Diversity Subcommittee** – no change.
19. **Selection Subcommittee for the Administrative Fellows Program** – recommend elimination.
20. **Selection Subcommittee for the Affirmative Action Faculty Development Program** – recommend elimination.
21. **Fiscal Policy Committee** – no change.
22. **Student Policy Committee** – no change.
23. **Institutional Animal Care and Use Committee** – reinstate the language regarding a standing meeting time.
24. **Institutional Review Board – Human Subjects** – add standard language regarding quorum definition.

In addition, the package includes (1) the responses from the Educational Policy Committee and its subcommittees to the Executive Committee's request for input on the restructuring proposal because they differ from what is being recommended and (2) a proposal from the Committee on Committees for a new committee, the Traffic and Parking Committee, because the Executive Committee is not recommending its establishment but members of the Senate can add it to the agenda if they desire to do so.