2.7.5.1 Executive Committee

The Executive Committee shall consist of the officers of the University Senate and four elected faculty members (representing the three Colleges and the Library and the immediate past chair of the University Senate as an ex officio member. The Executive Committee shall: (1) establish the agenda of all meetings of the Senate, (2) establish meeting times and places unless specifically fixed by the University Senate, (3) act in the name of the University Senate in emergency situations on matters other than curriculum or instruction, (4) prepare the operating budget of the University senate, (5) prepare and transmit

2.7.5.2 Committee on Committees

The Committee on Committees shall be composed of three (3) members elected by the University Senate (for one-year terms) prior to the last meeting of the academic year. The membership of the Committee shall include a representative form each of the Colleges of the University. The Committee shall prepare a slate of nominees for the standing committees of the University Senate before the end of the academic year. The committee shall have the responsibility of maintaining information on the official structure of each committee: its chair, membership, and meeting schedule. Each committee shall be responsible for notifying the Committee on Committees of this information and it shall become official upon approval by the University Senate.

2.7.2.3 Committee on Academic Policy

The Committee on Academic Policy shall have authority: (1) to review recommendations forwarded to it by the various Colleges of the University; (2) to recommend major changes in curricula; (3) to consider policy with respect to the grading system and the requirements for good standing and degrees, (4) *to develop a grade appeal policy and procedure (5) to make continuing study of the standing and reputation of the various academic units within the University, (6) to oversee the Honors program, and (7) to act in the name of the University Senate in emergency situations on matters of curriculum and instruction. The Registrar shall be an
ex officio member of the Committee on Academic Policy.

2.7.5.4 Committee on Faculty Affairs

The Committee on Faculty Affairs shall investigate and submit recommendations on any matters affecting the faculty. The Committee shall have the specific duty of studying and recommending policy in the following areas: (1) salary and fringe benefits of faculty members, (2) evaluations which shall be reviewed/revised every three years, (3) retirement, (4) leaves of absence and sabbaticals (5) retention, 6) faculty recognition, (7) equipment and facilities, and (8) the Faculty Development facility. The Provost and Vice President for Academic Affairs shall be an ex officio member of the Committee on Faculty Affairs.
2.7.5.5 Committee on Intercollegiate Athletics

The Committee on Intercollegiate Athletics shall study and submit recommendations to the University Senate concerning policies for the management of the intercollegiate athletic activities of the University. The functions of the Committee are: (1) recommendation of personnel for the intercollegiate athletic programs, (2) review of the administration of the business affairs of the intercollegiate athletic programs, (3) recommendation of policies for the general conduct of the intercollegiate athletic programs, (4) recommendation of rules of minimum scholastic eligibility for participation of students in athletic events, (5) review of schedules for intercollegiate athletics, and (6) official representation of the University in the conduct of affairs and associations with other institutions on athletics. One student representative to the Committee shall be appointed by the Student Government Association. The Athletic Director shall be an *ex officio* member of the Committee on Intercollegiate Athletics. The faculty representative, if any, to the appropriate inter-collegiate governing body shall be a member of the committee.

2.7.5.6 Committee on University, Community, and Student Relations

The Committee on University, Community, and Student Relations shall study and submit recommendations to the University Senate on all aspects of artist and lecture series and other social and cultural events at the University. The Committee shall also study and submit recommendations concerning policy with regard to public relations, human relations, institutional advancement, and intercultural relations. The Committee shall study and submit recommendations to the University Senate on all aspects of student life as these relate to the students’ academic performance. The Committee shall recommend policy with respect to recruitment, admissions, orientation, student activities, counseling, scholarships, student aid, the University Center, student publications, student government, student housing, student disciplinary action, the radio station, and personnel adjustments. The Committee shall be empowered to review the extent to which existing policies have been implemented by the Office of Student Affairs and to report its finding to the University Senate. Two student representatives to the Committee shall be appointed by the Student Government Association. The Vice President for Enrollment Management shall be an *ex officio* member of the Committee on University, Community, and Student Relations.

2.7.5.7 The Committee on Research and Library-Information Center

The Committee on Research and Library-Information Center shall support research within the various academic units of the University. The Committee shall collect and disseminate information on funding opportunities and assist faculty members in exploring these opportunities. The Committee shall study and make recommendations with regard to policies and procedures concerning the preparation, submission, and administration of research grants, proposals and contracts. The Committee shall also study and make recommendations on the development, maintenance, and enhancement of media resources and services with emphasis on the educational role of these services. The Committee shall study the Library-Information Center’s budget, personnel, organization, and facilities. One student representative to the Committee shall be appointed by the Student Government. The Library Director shall be an *ex
officio member of the committee. The University Official responsible for Research shall be an ex officio member of the Committee on Research and Library-Information Center.

2.7.5.8 The Committee on University Planning and Budget

The Committee on University Planning and Budget shall review annually the budget and the budget process of the University and make recommendations to the Senate on matters relating to the budget and the budget process. These recommendations shall be made prior to the end of the academic year and prior to the approval of the budget. The Committee shall study and make recommendations to the Senate with regard to improvement or expansion of the physical facilities of the University. The Committee shall study and recommend changes in policy concerning parking, commuter services, traffic control, health, sanitation, fire protection, police functions, safety, and campus maintenance. One student representative to the Committee shall be appointed by the Student Government Association. The Executive Vice President and Chief Financial Officer shall be an ex officio member of the Committee.

2.7.5.9 Committee on Promotion and Tenure

The Committee on Promotion and Tenure shall consist of seven (7) tenured faculty members with the rank of Professor or Associate Professor and elected by the University Senate. In accord with the terms of the AAUP-CSU Agreement and the Senate approved criteria, the Committee shall review dossiers of candidates for promotion or tenure forwarded by the Deans and Library Director. The Committee shall make recommendations to the Vice President for Academic Affairs with regard to these candidates. Every five (5) years, the Committee shall also study/review and make recommendations to the promotion and tenure criteria.

2.7.5.10 Committee on Academic Calendar and Honorary Degrees

The Committee on Academic Calendar and Honorary Degrees shall study all aspects of the Academic Calendar and make recommendations to the Senate. A recommended calendar for the next academic year shall be presented by the January University Senate meeting for discussion and approved by the February meeting. The Committee shall also review any recommendations for honorary degrees and forward those recommendations to the University Senate. The Committee shall distribute the vitae of any proposed honorees to the membership at least one week prior to the meeting where a vote by secret ballot will occur. One student representative to this Committee shall be appointed by the Student Government Association. The Vice President for Academic Affairs shall be an ex officio member of the Committee on Academic Calendar and Honorary Degrees.

2.7.5.11 Committee on Assessment of Teaching and Learning

The Committee on Assessment of Teaching and Learning shall review the assessment process to see that all college deans, department chairs, and faculty understand and participate in assessment. The committee shall review efforts to assist faculty members to expand their knowledge of assessment in the general education program and their respective majors. The committee shall review the University Assessment Plan and make recommendations for its revision and implementation. The committee shall develop and utilize metrics for measuring the
academic health of the University. The committee will work with the Committee on Academic Policy to see that recommendations for changes in programs are based on assessment data. One student representative to the Committee shall be appointed by the Student Government Association. The Provost and Vice President for Academic Affairs, and the Director of the Office of Assessment, Research, and Institutional Effectiveness shall be ex-officio members of the Committee on Assessment of Teaching and Learning.

2.7.5.12 Committee on Academic Technology

The Committee on Technology shall study and make recommendations to the Senate that will promote the advancement of campus technology. The functions of the Committee are to (1) review campus-wide needs regarding academic technology enhancements, (2) receive recommendations for technology enhancements from the respective colleges and the library, (3) make recommendations to the Senate for technology acquisitions, implementations, and maintenance, (4) forward Senate approved recommendations on technology to the University Wide Technology Committee. The membership of the Committee shall consist of: one faculty member from each College, elected by the College; a representative from the Library selected by the Librarians; a student member selected by the Student Government Association; a representative(s) from non-classified (academic support) staff; and the Vice President for Information Technology shall be an ex-officio member of the committee.