Committee on Committees AY 2021-2022

Members: Senators Bray (Biology), Crundwell (Chair, Chemistry & Biochemistry), & Salama (Manufacturing & Construction Management)

> 2.6.3. The Committee on Committees shall consist of three Senators elected by the Senate annually to review and keep up-to-date the committees of the Senate and the Functions and Responsibilities of Standing Committees of the Faculty. All Standing Committees of the Faculty should be reviewed by the Senate on a three-year cycle. This review should include one-third of all committees each year. There should be no overlapping or duplication of standing committee responsibilities. The Committee on Committees shall report to the Senate by the end of the Spring semester.

There are currently 27 Standing Committees of the Faculty; therefore, as per our charge, we reviewed the by-laws 1/3rd of the committees. Specifically, we looked for consistencies in membership numbers and stated meeting dates. By Senate by-laws, committees with more than 7 members "should have a

pre-arranged meeting time, which should be included in its by-laws" [Section N in the Senate By-laws appendix]. We also looked for "overlapping or duplication of standing committee responsibilities" and met with the leadership for the Community Engagement Committee since they address curriculum issues and grant opportunities related to campus community engagement activities. Finally, we check each committee-s by-laws for operational deficiencies that might run counter to the established rules for Standing Committees of the Faculty as listed in the Senate's By-laws. These actions are summarized in Section 2.

Academic Assessment Committee **(Section 2)**	Council of Academic Chairpersons	Library Committee
Academic Integrity Committee **(Section 2)**	Curriculum Committee	Mediation Committee
Academic Standards Committee **(Section 2)**	Distinguished Service Award Committee	Online Learning Committee
Advisory Committee for CSU Professorship **(Section 2)**	Diversity Committee	Promotion and Tenure Committee
Board of Regents Research Award Committee **(Section 2)**	Excellence in Teaching Committee	Sabbatical Leave Committee (AAUP)
Board of Regents Teaching Award Committee **(Section 2)**	Grade Appeals Committee	Student Affairs Committee
CCSU Foundation Grant Advisory Committee **(Section 2)**	Graduate Studies Committee	Termination Hearing Committee
Committee on Academic Advising **(Section 1)**	Information Technology Committee	University Athletics Board
Community Engagement Committee **(Section 2)**	International Education Committee	University Planning and Budget Committee

Section 1

Conflict between Senate By-Laws and the By-laws of the Committee on Academic Advising

The Committee on Academic Advising sent the Senate by-law revisions; therefore, the Committee on Committee reviewed the proposed changes and met with the Committee. The Committee on Committees brought the bylaws changes to the Senate and the Senate is currently considering them.

During the presentation to the Senate, it became clear that Senate by-laws may need to be revised. Specifically, Senate by-law Q3 which states:

> "3) Voting membership on committees whose role is to fulfill duties mandated by the CSU-AAUP/BOT contract, or whose existence is mandated by the contract, shall be restricted to AAUP faculty members and shall adhere to any membership rules prescribed by the contract."
>
> https://web.ccsu.edu/facultysenate/files/Supporting_Documents_2019-20/By-Laws%20of%20Senate%20May%202020.pdf

The section in the AAUP Contract which requires AAUP faculty to do advising has not been subject to change during contract negotiation by either side and will, therefore, remain unaltered. Section 10.9 states that:

> "The Board and CSU-AAUP agree that all students will be given adequate advising by members during registration and throughout the school year to assure the pursuit of sound educational objectives."

Therefore, the current by-laws (and proposed changes brought to the Senate) have voting members that are not AAUP members. Either the Committee on Academic Advising bylaws must change or the Senate by-laws must change to bring them into synchronization.

Moveable Item #1

The Committee on Committee recommends revising Senate By-Laws Q3 to read:

"3) Voting membership on committees whose role is to fulfill duties mandated by the CSU-AAUP/BOT contract, or whose existence is mandated by the contract, shall be restricted to AAUP faculty members, and shall adhere to any membership rules prescribed by the contract. The lone exception to this rule is the Committee on Academic Advising which shall have voting members from SUOAF-AFSCME."

Section 2

Standing Committee By-Law Review and Subsequent Recommendations of the Committee on Committees

A. Term Limits for All Voting Members

The Committee on Committee suggests a second revision to Senate by-laws. When reviewing the by-laws for the Academic Assessment Committee, it was noticed that voting *elected* members were subject to term limits via Senate by-law that states:

> "2.13.1. To allow access to committee service and to prevent undue accumulation of individual power, elected, non-ex-officio membership in committees described in these By-Laws shall be limited to no more than six consecutive years at a time, with at least a one year gap in service before being allowed to serve on the same committee again, except where otherwise specified in these By-Laws."

However, *appointed* voting members are not restricted by term limits. The Committee on Committee feels that the restrictions that apply to elected voting members should be similarly applied to appointed voting members for the same reasons stated in 2.13.1.

Moveable Item #2A

Therefore, we recommend revising Senate By-law Section 2.13.1 to replace the phrase "elected, non-ex-officio membership in" with "voting members on" to become:

"2.13.1. To allow access to committee service and to prevent undue accumulation of individual power, voting members on committees described in these By-Laws shall be limited to no more than six consecutive years at a time, with at least a one year gap in service before being allowed to serve on the same committee again, except where otherwise specified in these By-Laws."

B. Specifying Pre-Arranged Meeting Times

When revieing the by-laws of the listed Standing Committees, a few were not in compliance with Senate By-laws; specifically, Senate By-Law N which states:

> "N. Committees are encouraged to limit the number of their members to a reasonable number. Any committee with more than seven (7) elected faculty members should have a pre-arranged meeting time, which should be included in its by-laws."

Moveable Item #2B

Therefore, the Committee on Committee recommends the current Chairs of the Academic Assessment Committee, the Academic Integrity Committee, the Academic Standards Committee, and the Community Engagement Committee inform the Senate of their regular meeting time and include that in their annual report so it may be incorporated into the standing committee's by-laws.

C. Clarifying rationale behind number of members per school on the Academic Standards Committee.

The AAUP faculty membership on the Academic Standards Committee is mentioned as follows:

> "Faculty members shall be elected by their undergraduate schools for renewable 2 year terms with: six from the Carol A. Ammon College of Liberal Arts and Social Sciences, two from the School of Business, two from the School of Education & Professional Studies and four from the School of Engineering, Science, and Technology."
> https://web.ccsu.edu/AcademicStandards/Bylaws/Academic%20Standards%20Committee%20bylaws.pdf

Moveable Item #2C

The Committee on Committee recommends clarifying how those numbers are determined in the committee by-laws. Is it based on number of faculty? Departments? Programs? The method used should be included for future reference. In the absence of a reason, then all schools should be represented equally.

D. Open Membership and the Community Engagement Committee

The Committee on Committee recognizes the unique nature of the Community Engagement Committee.

- They have an open membership without term limits, unlike other Standing Committees that have just elected and appointed members with terms, members can petition to become members year after year. https://www.ccsu.edu/fscec/mission.html

- Anyone can vote on this committee. They have Regular Members who can vote on anything and Associate Members who cannot vote on curriculum but vote on everything else. Associate members can be AAUP and SUOAF-AFSCME but also "students, administrators and employees of CCSU"

- A quorum to do business on behalf on the committee is simply 20% of the voting membership (Regular and Associate members). Therefore, if the committee has 28 members, then it needs only 6 members at a meeting to do business.

- To revise the by-laws of the committee only requires "a simple majority at any scheduled meeting"; therefore, if there are 6 members at a meeting (which meets quorum requirements) then 4 members can, in theory, rewrite the committee's by-laws legitimately.

Moveable Item #2D

The Committee on Committee recommends the Community Engagement Committee rewrite their by-laws to comply with Senate by-laws. Alternatively, as a last resort, the Faculty Senate revise its Senate by-laws to exempt this committee from many of the by-laws of the Senate that it violates.