

Committee on Committees Report AY 2022-2023

Members: Senators Alicia Bray (Biology), Wesley Broulik (Theatre), Matthew Orange (Physical Education & Human Performance)

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 of one-third of the committees (highlighted in the table below).

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

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”. In addition to this, we looked for inconsistencies in membership information accessible on the CCSU and Faculty Senate webpages and any other discrepancies between committee by-laws and Senate by-laws.

Findings and recommendations were communicated to each committee and/or to Faculty Senate leadership. A summary of these findings and recommendations follows.

Council of Academic Chairpersons

- **Findings:** This committee has more than 7 members, but its by-laws do not include a specific meeting time. In addition to this, the committee's Faculty Senate webpage does not include current membership.
- **Recommendations:** This committee's by-laws should be updated to include a pre-arranged meeting time, and the committee's webpage should be updated to include its current membership.

Curriculum Committee

- **Findings:** This committee's webpage includes detailed information about meeting times, but these are not included in its by-laws.
- **Recommendations:** The Curriculum Committee by-laws should be updated to include information about its pre-arranged meeting times.

Distinguished Service Award Committee

- **Findings:** This is not a committee of the Senate, so the Committee on Committees is not involved with reviewing its by-laws.
- **Recommendations:** As this is not a committee of the Senate, it should be removed from the "Standing Committees of the CCSU Faculty" webpage. We recommend that it be listed as it is within the current Senate by-laws, under a different category, titled "Administrative Committees with members Elected by the Senate".

Equity, Justice, and Inclusion Committee

- **Findings:** This committee has more than 7 members, but its by-laws do not include a specific meeting time. In addition to this, the committee's Faculty Senate webpage does not include current membership and the membership on the committee's own page is from 2018-2019 AY. Finally, despite this committee's name having been previously updated, the Faculty Senate webpage and the Senate by-laws still refer to it as the "Diversity Committee".
- **Recommendations:** The committee's by-laws should be updated to include a pre-arranged meeting time, and the membership should be updated on the Faculty Senate and committee webpages. Finally, all references to the committee in the Faculty Senate by-laws and on Faculty Senate webpages should be updated to its current name.

Excellence in Teaching Committee

- **Findings:** Our initial review found that this committee has more than 7 members, but that its by-laws do not include a specific meeting time. In addition to this, the committee by-laws contain little information about its activities.
- **Recommendations:** The committee by-laws should be updated to include a pre-arranged meeting time, and it should be stated in the by-laws that, in addition to the specified standard meeting time, committee members are expected to be available for semi-finalists interviews, and finalists' classroom visits.

Grade Appeals Committee

- **Findings:** The Committee on Committees noticed that the "Appeals for Grade Change Policy" is "separate from the by-laws" of the committee.
- **Recommendations:** The committee by-laws should be updated to provide clarity as to which body is responsible for updating the Appeals for Grade Change Policy.

Graduate Studies Committee

- **Findings:** This committee has more than 7 members, but its by-laws do not include a specific meeting time. In addition to this, the committee's page on the Faculty Senate webpage does not include current membership.
- **Recommendations:** Committee by-laws should be updated to include a pre-arranged meeting time and the committee's webpage should be updated to include its current membership.

Information Technology Committee

- **Findings:** This committee has more than 7 members, but its Faculty Senate by-laws webpage does not include a specific meeting time.
- **Recommendations:** The committee webpage should be updated to include a pre-arranged meeting time.

International Education Committee

- **Findings:** This committee has more than 7 members, but its by-laws do not include a specific meeting time.
- **Recommendations:** Committee by-laws should be updated to include a pre-arranged meeting time.