

## University-Level Committees at UHD – Basic Facts 2007-08

(this is intended to be a summary of facts and is not intended to replace or override any existing UHD statements, documents, or policies regarding committees at UHD)

Committee work counts as part of your service commitment at UHD. There are multiple levels of committee work: department, college, and university. All departments and colleges have their own mechanisms for selecting committee members to serve at those levels. Below are some details about selection of members for university committees.

### I. Eligibility/Membership

For most committees, all members of the faculty assembly are eligible to serve. A few committees require tenure or a certain number of years of service. When possible, efforts are made to match faculty to committees based on interest or expertise.

Committees may have one rep from each department, one from each college, or simply a one or more faculty representing the entire faculty assembly.

### II. Getting on a Committee

UHD uses 4 primary mechanisms to put faculty onto committees:

1. **Nomination by the chairs and the deans** – to get onto these committees, talk with your chair
2. **Election by members of the college or department** – these elections are handled by the senate Credentials and Elections Committee who send out calls for nominations and then distribute ballots
3. **Election by Faculty Senate** – these elections are handled by the senate Committee on Committees, who seeks nominations (any member of the faculty assembly can serve– you do not have to be a Senator) and then runs an election in which the senators vote.
4. **Approval by Faculty Senate**—the senate Committee on Committees seeks volunteers from the faculty assembly to fill positions, selects one person for each position, and presents the slate of candidates to the senate for approval.

#### *Exceptions:*

- The University Rank and Tenure Committee— each department Rank and Tenure Committee elects a member to serve on the University Committee
- The University Grievance Committee—members are elected by a university-wide ballot during fall semester.

Names of all faculty selected/elected for committee membership are forwarded to the President's Office. **Since most committees exist by approval of the President, his office sends out the official letters of appointment.** Ideally, appointments will be completed by the end of spring semester, unless policy dictates otherwise.

### III. Time Commitments

- Most university committee appointments are for one or two years.
- Workload varies significantly among committees.

### IV. Committee Origins and Charges

Committees can be created in several ways. Depending on their origin, the reporting structure and oversight will vary. Some committees are established by the Faculty Senate Constitution which report to the Senate. Others are established by the Shared Governance Policy (1.A.03). A few committees are considered advisory, in which case faculty members have advisory rather than representative roles. Each committee has a set of charges to carry out. For shared governance committees, any body can ask that the committee consider/review an issue. For details on the origins and charges of specific committees, contact one of your Senate Officers.

## UHD University Committees with Faculty Reps, 2007-08

<b>Committee</b>	<b>Method of Selection</b>
Academic Affairs Council	elected in College
Academic Assessment	nominated by deans
Academic Policies	elected by senate
Academic Technology	nominated by deans
Art Acquisition	approved by senate
Auxilliary Services	nominated by deans
Curriculum	elected by senate
Faculty Affairs	elected by senate
Faculty Development	nominated by deans
Faculty Development Leave	approved by senate
First Year Advisory Council	nominated by deans
Grievance Committee	elected by entire faculty
Library	nominated by deans
Marketing Advisory (now defunct)	
Organized Research	nominated by deans
Parking Violations and Appeals	nominated by deans
Scholarship, Currently Enrolled Students	nominated by deans
Scholarship, Future Students	nominated by deans
Scholarship, Scholarship and Service (Red Rose)	nominated by deans
Standards for Research Involving Human Subjects	nominated by deans
Student Discipline	nominated by deans
Student Publications	nominated by deans
Student Service Fee	nominated by deans
University Planning Council	elected in College
University Study Abroad	nominated by deans
Wellness	nominated by deans
University Rank and Tenure	elected by dept R and T committees
General Education Advisory Committee	selected by Provost from 3 tenured faculty nominees in each College
QEP Council	?
Graduate Advisory Committee	nominated by deans
Achieving the Dream Core Leadership Team	selected by the President
Faculty Senators	elected by departments
Long Range Facilities Planning Task Force	selected by President
Strategic Planning Leadership Team	selected by President in consultation with Administration and Faculty Leadership
Senate Committee on Committees	elected by senate
Senate Elections and Credentials	elected by senate
Senate Budget Committee	approved by senate
Senate General Education Committee	approved by senate
Senate Task Force on Workload, Research, Retention	approved by senate
Senate Faculty Awards	approved by senate

Details of membership on and charges for some these committees are available on the senate website.