



DATE: April 24, 2023
FROM: Kris. Bezdecny, Chair, Academic Senate
TO: Academic Senate Executive Committee
CC: R. Roquemoire
SUBJECT: Proposed Policy Modification: Committee Meeting Schedules, Faculty Handbook, Chapter II

The meeting day and time for the Senate Executive Committee has changed several times in recent years, and has not met on Wednesdays in several years. This policy is modified to reflect the corrected meeting day for Senate Exec on Thursdays. While the meeting time of Senate Exec has also changed numerous times in recent years, by not changing the time in the policy we commit to returning to this time block for future Senate Exec meetings.

The Senate Executive committee recommends the following changes:

- Line 6: Changes the meeting day to every Thursday, which aligns with the current practice of the last several years.

1 **Committee Meeting Schedules**

2 Meetings of the Senate and standing committees are scheduled at fixed times. Faculty and student members
3 elected to them are asked to arrange instructional programs to accommodate meeting times. In the event of an
4 unavoidable conflict, an alternate elected from the same constituency serves during the quarter so affected.

5 The Academic Senate meets on even Tuesdays of the semester from 1:45 p.m. to 3:45 p.m. The Executive
6 Committee meets every three out of four Wednesdays THURSDAY from 1:45 to 3:45 p.m. The standing
7 committees are scheduled as follows:

8 Nominations Committee - Thursdays, 10:50 a.m. to 12:05 p.m.

9 Educational Policy Committee - Wednesdays, 1:40 to 2:55 p.m.

10 Faculty Policy Committee - Mondays, 1:40 to 2:55 p.m.

11 Fiscal Policy Committee - 2nd & 4th Thursdays, 9:25 to 10:40 a.m.

12 Student Policy Committee - 1st & 3rd Tuesdays, 9:25 to 10:40 a.m.

13 Institutional Animal Care and Use - 1st & 3rd Wednesdays, 12:15 to 1:30 p.m.

14 Institutional Review Board - Human Subjects - even weeks (of the semester) 12:30 p.m. to 2:35 p.m.

15 Several standing university-wide subcommittees have established fixed schedules. In particular, the General
16 Education Subcommittee meets on Tuesday afternoons, the Curriculum Subcommittee meets on Tuesday
17 mornings, the Library Subcommittee meets on Thursday mornings, the Academic Information Resources and
18 Academic Advisement Subcommittees meet on Mondays, and Program Review Subcommittee meets on
19 Thursdays. Other subcommittees, all ad hoc committees, and all administrative committees set meeting times
20 in accordance with the teaching programs of the faculty members serving on them.

21 Information regarding college committees is available in the administrative office of each college.