

Section I

Name of Committee: Committee on Committees

Submitted by: David Burel, Committee Chair

Date Submitted: 04/17/2024

Membership Roster:

John Mitchell, Seigyoung Auh, Marie-Louise Paulsec, Dan Kimmons, Kristin Dyvbjerg-Pawelko, and Sangmi Lee

Overview Narrative:

The committee on committees played a vital role in ensuring the smooth functioning of the Senate by managing committee membership and Spring Elections. They determined committee members, filled vacancies, collaborated with other chairs on assignments, and recruited candidates for elections with the help of campus presidents. Additionally, they created trackers to monitor the candidate pool and elections, verified election results, and partnered with the senate office on ballots and result certifications.

Section II

Request for Consultations and/or topics reviewed by the committee and outcomes

No RFCs were received this year.

Section III

Request for Consultations and/or topics that were not started or remain unfinished and need to be carried over to the next academic year.

No RFCs were received this year. No pending business to report.

Section IV

Recommendations to the Senate or Final Comments

- Proactive Committee Assignments: Initiate committee assignments as soon as possible in Fall 2024. Use a survey to facilitate committee placement. This will give committees a head start on planning and allow for a smoother transition.
- Early Candidate Recruitment: Begin recruitment for Spring election nominations no later than the end of October. This extended timeframe will allow for a wider pool of qualified candidates.
- Live Nomination Tracker: Recreate a live nomination tracker accessible to committee members and campus presidents. This will provide real-time updates and improve communication during the nomination process.

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- Dean Nominations: In January, if no suitable candidates emerge through the nomination process, contact campus-appropriate deans for potential nominations. This ensures a full slate of candidates for committee elections.
- Academic Professionals: Direct outreach to academic professionals is necessary to staff the APGC for Spring elections. Using the Provost's office list was essential to fill the five vacancies this year.
- Timely Elections: Hold elections as close to the constitutionally mandated dates as possible. This will minimize disruptions and ensure committees are fully staffed throughout the academic year.
- CTF Membership on Grievance Committee: In collaboration with the UAC and the Provost's office, resolve the issue regarding the composition of the Grievance Committee regarding CTF membership as soon as possible.

Please type a summary in 100 words or less in this space. This paragraph will be cut and pasted directly into the Senate Annual Report.

The Committee on Committees plays a crucial role in the Senate, particularly managing committee memberships and organizing Spring Elections. This year, the committee created trackers to monitor the candidate pool and follow up on verification steps. To continue and enhance their efficiency, next year's committee should plan to initiate committee assignments early using surveys, begin candidate recruitment well before the election season, maintain a live nomination tracker, seek dean nominations for any unfilled positions, directly reach out to academic professionals to staff the APGC, and swiftly communicate on the status of CTF membership on the Grievance Committee once the Provost, UAC, and Senate resolves it.

Office of the University Senate

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