**NAME OF COMMITTEE: Governance Committee**

CLASSIFICATION:

Faculty Senate Standing Committee (referenced in the bylaws)

REPORTS TO:

Chair of the Faculty Senate/Senate

CHARGE:

The Governance Committee is charged with placing faculty members on various committees (both Senate and non-senate) throughout the university. This committee will keep and maintain a worksheet for each committee that includes: the name of the committee, the classification of the committee (Senate, University, etc.), the membership composition and means of appointment, the qualifications for and terms of service, the chair and current members, the charge for this committee, and other information as deemed pertinent. All worksheets for an upcoming senate term should be introduced to the entire senate at the April meeting of the previous term (with the exception of ad hoc committees which can be established at any time). Before the April meeting and in consultation with the existing membership of the committees, the Governance Committee will update any changes, including filling vacancies and reworking the charge. If a person is placed on a committee and refuses to participate in the work of that committee (either by neglect or out rightly), the chair of the committee may petition to the Governance Committee to have that member removed. The Governance Committee will have final say on this and the removal will be indicated in the records of the Governance Committee. If a new, non-senate committee is established during the course of the year, this committee will work with the Senate Executive Council to fill the need. If a committee is charged with including a representative from each college and the college cannot find a willing faculty member to serve, the position will be left vacant. The administrative member shall be appointed by the Office of Academic Affairs no later than March 15. The Student Government Association will appoint a student member to the committee.

COMPOSITION:

Five faculty members will be appointed to this committee by the Senate Executive Committee. Two of these appointments shall be members of the Faculty Senate, the Vice Chair of Senate, shall be included in this number. When making appointments, the Executive Committee should choose one member for each undergraduate college. The Provost’s Office will appoint a designee to serve. The Student Government Association will appoint a student to serve. These members will have a vote. The total membership will be 8 members.

LIST OF MEMBERS/VACANCIES: For a list of members, see the Senate Sharepoint master committee list.

Chair: Mary Beth Earnheardt

QUALIFICATIONS OF FACULTY MEMBERS:

Committee members should be comfortable reaching out to colleagues who they believe will serve the purposes of other committees. The representation should be familiar with the basic functions of the academic units of the university.

TERM:

All appointments are for two years and can be renewed for a total of 3 consecutive terms. After this time, a committee member must sit out at least one term before being asked to serve again. Each term begins August 15.

MEANS OF APPOINTMENT:

The Faculty Senate Vice Chair will solicit names for each committee, recommend chairs and make recommendations for appointments with the advice and consent of the Executive Committee.

CALL:

The first meeting shall happen by September 15.

STANDARD MEETING TIME: TBD but the standard meeting times should be made available to the Senate no later than Sept. 15.

CHAIR:

The Vice Chair of the Faculty Senate is Chair of the Governance Committee. The Chair shall hold a minimum of one committee meetings each academic year and make (a minimum of) one report to the Senate at the April meeting. Acting as Chair of the Governance Committee is considered service. There is no reassigned time.

COMMENTS:

The large task of reviewing committee worksheets and making nominations will take place in the Spring for presentation at the April meeting. Interim nominations (to fill unexpected vacancies or non-standing committees) can be made through the Executive Committee and entered into the Senate record. When appropriate, the Gov Comm will distribute a questionnaire to determine those eligible faculty’s interests.