SAN JOSÉ STATE UNIVERSITY
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S19-2, University Policy, Charge and Membership of University Committees

Legislative History: The charge and membership information for committees is widely dispersed across Senate Management Resolutions and University Policies. This proposal seeks to update the charge and/or membership of some committees and the Senate's repository which documents the charge and membership of committees. Changes would supersede the charge and membership information in previous Senate Management Resolutions and University Policies.

Approved and signed by President Mary A. Papazian on September 11, 2019

Whereas: An updated resource regarding the charge and membership of policy committees, operating committees, special agencies, and other university committees is needed, and

Whereas: The Senate's Committee Descriptions document should continue to be the repository of all information on the charge and membership of committees, and

Whereas: A comprehensive review of the charge and membership of committees with input from policy committees, operating committees, special agencies, and other university committees has been conducted, therefore be it

Resolved: That the charge and membership of committees as noted in this proposal amend the charge and membership information contained in previous policies and Senate management resolutions in which charge and membership have been specified, and be it further

Resolved: That henceforth, the charge and membership of committees be contained in a Policy Recommendation or Senate Management Resolution exclusively dedicated to a committee's charge and membership, and be it further

Resolved: That policies and Senate management resolutions not specific to the charge or membership of committees not contain charge and membership information but rather direct the reader to the appropriate policy or senate management resolution where such information resides, and be it further

Resolved: That the information in the attached Appendix A, documenting the charge and membership of policy committees, operating committees, special agencies, and other university committees, replaces the contents of the Senate's current Committee Descriptions document. The Committee Descriptions document will continue to be maintained by the Academic Senate office and be available on its website, and be it further

Resolved: That for all committees, the following principle should be considered in the determination of seats and membership: Ideally, committees should be broadly diverse and inclusive of various backgrounds and perspectives, and be it further

Resolved: That unless otherwise specified in a Policy Recommendation or Senate Management Resolution, appointments to committees are made following the normal Committee on Committees processes.

Rationale: Beginning in January 2018, O&G invited all committees to review their charges and memberships. The thoughtful and reflective nature of the reviews have brought excellent recommendations to O&G which the committee now advances to the Senate.

Where substantial changes were proposed, O&G brought separate recommendations to the Senate which are included in Appendix A where they have been approved by the Senate and the President. The changes in this proposal do not alter the functions of committees but rather clarify the charges. Where changes to the membership have been recommended, the relevant committee and members of Organization and Government concur on the need for the change.

One document detailing the charge and membership of policy committees, operating committees, special agencies, and other SJSU committees will be of immense value to faculty, staff, administrators, students, and the Senate. The contents of Appendix A are intended to update the Senate's current Committee Descriptions document.

The first section of the attached materials contains the proposed changes to committee charges and/or membership for consideration by the Senate. Following that is

Appendix A with a complete listing of all committees including those where no changes have been proposed.

The contents of the Appendix are intended to facilitate a one-time update of the Senate's repository of information on the charge and membership of committees. Future updates shall be made to that repository, not to this Appendix.

Approved:	2/4/19
Vote:	8-0-1
Present:	Curry, French, Gallo, Higgins, Grosvenor, Millora, Ormsbee, Rodan, Shifflett
Absent:	Capizzi, Saldamli
Financial Impact:	None
Workload Impact:	Initially, considerable work needed to update/amend existing policies or Senate Management resolutions where charge and membership information resides. Following that, ongoing update to the contents of the Senate's Committee Descriptions document (updated based on Appendix A) will not require additional work since the Senate office already updates its committee descriptions document as changes are made.

University Policy
Charge and Membership of University Committees

Proposed Updates

Faculty Diversity Committee [reporting to PS] - Addition and updates to membership.
http://www.sjsu.edu/senate/docs/S10-1.pdf
http://www.sjsu.edu/senate/docs/SM-S05-6.pdf

Membership
Chief Diversity Officer [EXO]
~~AVP Human Resources~~ Senior AVP UP or designee [EXO]
~~AVP Faculty Affairs or designee~~ ~~Deputy Provost~~ Senior Vice Provost or designee[EXO]
1 Faculty, College of Business
1 Faculty, College of Education
1 Faculty, College of Engineering
1 Member, General Unit
1 Faculty, College of Health and Human Sciences
1 Faculty, College of Humanities & Arts
1 Faculty, College of Science
1 Faculty, College of Social Science
AS Director of Academic Affairs
~~AS Director of Campus Climate Affairs~~ A.S. Director of Intercultural Affairs

International Programs and Students Committee [reporting to ISA] - Update to charge and membership.
http://www.sjsu.edu/senate/docs/SM-S05-1.pdf
http://www.sjsu.edu/senate/docs/SM-F04-4.pdf
http://www.sjsu.edu/senate/docs/F90-5.pdf
http://www.sjsu.edu/senate/docs/F88-11.pdf

Charge: Considers issues related to the experiences of international students & scholars and participants in SJSU study abroad programs. Advocates for the success of international and study abroad students through interactions with relevant SJSU offices and administrators. Partners with colleagues in various campus divisions to promote awareness of global opportunities for students, staff, and faculty. Reviews and recommends policies and procedures on SJSU international programs and activities including Faculty Led Programs (FLP).

Membership

Director International Programs & Services [EXO]
Student Affairs Office designee [EXO]
AVP, Enrollment & Academic Services or designee [EXO]
GUP Graduate Studies Office designee [EXO]
GUP Undergraduate Studies Office designee [EXO]
~~Study Abroad Director~~ Director of Study Abroad and Away [EXO]
CIES, Director Global Studies [EXO]
CIES, AVP Continuing Education Office [EXO]
ACIP Rep [EXO]
1 Faculty, College of Business
1 Faculty, College of Education
1 Faculty, College of Engineering
1 Member, General Unit
1 Faculty, College of Health and Human Sciences
1 Faculty, College of Humanities & Arts
1 Faculty, College of Science
1 Faculty, College of Social Science
2 Students

Program Planning Committee [reporting to CR]- Update to charge.
http://www.sjsu.edu/senate/docs/S17-11.pdf
http://www.sjsu.edu/senate/docs/SM-F08-6.pdf
http://www.sjsu.edu/senate/docs/SM-F03-2.pdf
http://www.sjsu.edu/senate/docs/SM-S96-4.pdf

Charge: Implements the academic program planning process, including the review of programs, as provided in the program planning policy and guidelines. Recommends changes in the policy and guidelines and other matters relating to program planning and review to the Curriculum and Research Committee.

Student Evaluation Review Board [reporting to PS] - Update to charge.
http://www.sjsu.edu/senate/docs/F10-2.pdf
http://www.sjsu.edu/senate/docs/SM-S99-4.pdf
http://www.sjsu.edu/senate/docs/SM-S94-1.pdf
http://www.sjsu.edu/senate/docs/F87-6.pdf

Charge: In consultation with the appropriate disciplines, designs evaluation instruments to be used by all departments and colleges. In collaboration with IEA, establishes norm groups and norm ranges. Develops and makes available to the University community, information and guidelines for the effective interpretation of the rating instruments. Develops guidelines for the participation of students in the evaluation of faculty.

Reviews proposals for matters concerned with rating instruments, norm grouping or any other variance to established policy.

Student Fairness Committee [reporting to ISA]- Update to charge; membership clarifies one faculty from each college. S14-3 says 'preferably'
http://www.sjsu.edu/studentconduct/docs/S14-3.pdf

Charge: In accordance with S14-3, the student fairness committee adjudicates grade disputes and advises professors and departments on practices that will limit future problems. The committee also suggests ways to bring teaching practices and departmental practices in alignment with university policy. Based on the nature of the grievance, the student fairness committee also guides students to other institutional resources that are available to address various types of grievances.

Membership
Ombudsperson [EXO]
2 University administrators (management)
1 Faculty, College of Business
1 Faculty, College of Education
1 Faculty, College of Engineering
1 Faculty, College of Health and Human Sciences
1 Faculty, College of Humanities & Arts
1 Faculty, College of Science
1 Faculty, College of Social Science
2 Staff (non-management)
7 Students

Undergraduate Studies Committee [reporting to CR] - Update to charge.
http://www.sjsu.edu/senate/docs/SM-F16-1.pdf
http://www.sjsu.edu/senate/docs/SM-F15-2.pdf
http://www.sjsu.edu/senate/docs/SM-S98-2.pdf

Charge: Reviews and coordinates the undergraduate curriculum and its development across all colleges; advises on policies relevant to undergraduate education; encourages and supports curricular innovation on campus; formulates or considers and makes recommendations on policy for awarding honors to undergraduate students; reviews and makes recommendations on proposed departmental honors programs; and members serve as liaisons to their respective units.

Accreditation Review Committee - Update to charge.
http://www.sjsu.edu/senate/docs/S16-5.pdf

Charge: The Accreditation Review Committee (ARC) is charged with leading the campus in preparation for its accreditation review in accordance with the most current WASC Senior College and University Commission (WSCUC) Handbook of Accreditation.

Athletics Board - Update to charge; Update to membership.
http://www.sjsu.edu/senate/docs/S13-7.pdf
http://www.sjsu.edu/senate/docs/F07-2.pdf
http://www.sjsu.edu/senate/docs/F79-4.pdf

Charge: In alignment with SJSU's Athletics Policy (F07-2), the athletics board performs such functions as to enable it to carry out its responsibilities to ensure academic integrity of the athletic programs and compliance with NCAA and affiliated conference athletic rules. It shall recommend to the President and to the Executive Committee of the Academic Senate policies that promote a strong environment of rules compliance and provide a positive academic environment for all student-athletes; it shall act in an advisory capacity to the President and his/her designee and to the Director of Athletics; it shall have an overall awareness of the athletic programs of the University and the rules, procedures and guidelines of the athletic organizations of which the University is a member, in order to make recommendations pertaining thereto and to act in an advisory capacity.

Membership:
Faculty Member-at-Large, tenured
Faculty Member-at-Large, tenured
Faculty Member-at-Large, tenured
Faculty Member-at-Large
Faculty Member-at-Large
President, Associated Students, or Designee
~~Director, Extracurricular Affairs, Associated Students~~ Student-Athlete Advisory Committee President or designee
Faculty Athletics Representative
President, Spartan ~~Foundation~~ Athletic Fund, or Designee
Director, Division of Athletics (non-voting member)
~~Associate Athletics Director for Student Services~~ Senior Athletics Administrator for Academic and Student Services (non-voting member)
President's Designee (non-voting member)
~~Director of Compliance~~ Senior Athletics Administrator for Compliance (non-voting member)

Budget Advisory Committee - Update to charge.
http://www.sjsu.edu/senate/docs/F15-9.pdf

Charge: ~~The Budget Advisory Committee is charged with~~ Advises the President of the University by providing input and recommendations ~~to the President~~ throughout the planning, implementation and subsequent review of budget expenditures including advice on key campus priorities.

~~The Budget Advisory Committee will~~ Assists with identifying challenges~~, serve as an advisory resource to the campus community, and provide a mechanism to communicate financial issues across the campus in a timely fashion.~~ and problem areas and proposes solutions.

~~In addition, this committee will serve~~ Acts as a resource to ~~enhance~~ the campus community~~'s~~ in understanding ~~of~~ state-wide, CSU, and university-wide budgeting processes~~;~~. ~~develop a broad and deep understanding of budget issues at all levels in order to identify and analyze problem areas and propose solutions; and~~ Provides advice concerning the planning, development, and implementation of materials to communicate budget-related information to the campus community, ensuring alignment of campus resources with the strategic plan.

Campus Planning Board - Update to charge and membership.
http://www.sjsu.edu/senate/docs/F15-10.pdf
http://www.sjsu.edu/senate/docs/S08-4.pdf

Charge: Advises the President of the University ~~in regard to~~ regarding long- range physical planning for the campus and the surrounding area, including preparation and review of the Campus Master Plan. For this purpose, the Board ~~is~~ serves as the Campus Planning Committee as described in ~~provided for by~~ Executive Order 672.

Membership
Provost or designee [EXO]
VP, Advancement or Designee [EXO]
VP, Student Affairs or Designee [EXO]
AVP, Facilities Development and Operations [EXO]
Chief of Staff [EXO]
Director Planning, Design & Construction [EXO] (non-voting)
1 faculty, College of Business
1 faculty, College of Education
1 faculty, College of Engineering
1 member, General Unit
1 faculty, College of Health and Human Sciences
1 faculty, College of Humanities & Arts
1 faculty, College of Science

1 faculty, College of Social Science
1 member of support staff
1 member of the community
AS Director of Business Affairs
~~AS Director of Environmental Affairs~~ A.S. Director of Sustainability Affairs

Strategic Planning Steering Committee - Update to charge.
http://www.sjsu.edu/senate/docs/S16-3.pdf

Charge: The Strategic Planning Steering Committee (SPSC) is responsible for advising the President on all aspects of the development, implementation, evaluation, and revision of a strategic plan for SJSU. The committee is responsible for the ongoing review of the planning process, ~~along with~~ and for communication and engagement with campus constituents ~~will be central to the steering committee's responsibilities as well as~~ to sustain the plan's legitimacy and efficacy. As a representative group, SPSC members are expected to convey information out to all constituent groups they have connections with and serve as a conduit for information into the SPSC throughout a strategic planning cycle.

University Library Board - Update to charge.
http://www.sjsu.edu/senate/docs/S15-10.pdf

Charge: The University Library Board advises and assists the Dean of the University Library on matters concerning the academic role of the library. The board serves as liaison between faculty and students and the Library administration, faculty, and staff; examines the relationships between the Library and the general faculty, the various colleges and the programs of the University, for the purpose of recommending improvements in Library services and policy, as well as the stature of the Library. The board recommends ways of assuring the stewardship of the library's various collections of materials in all formats. The board recommends ways of assuring that the library provide an atmosphere appropriate to quiet study and research, collaboration, student academic success, and thoughtful reading. The board widely consults representatives from all groups and disciplines who use the library's resources for curriculum and research, so as to advise the Dean of the University Library on campus needs for the Library's collections and academic services, and receives periodic reports on the library's progress and expenditures toward meeting those needs. Receives reports from the library Dean regarding any issues raised at the King Library Management Team meetings that affect the management of the King Library. The University Library Board may, in cooperation with the library, co-sponsor events within the library that bring members of the university community together with other citizens of the region for discourse on subjects of common scholarly and literary interest. The board conducts

periodic reviews of this policy and makes recommendations to the Academic Senate for appropriate revisions.

Academic Disqualification and Reinstatement Review Committee - Updates to charge and membership.
http://www.sjsu.edu/senate/docs/S16-16.pdf
http://www.sjsu.edu/senate/docs/S10-6.pdf
http://www.sjsu.edu/senate/docs/SM-F09-2.pdf

Note: Information from S16-6: Establishing and evaluating the procedure for the appeal process will be the charge of the ADRRC. Establishing and evaluating the guidelines for reinstatement will be the charge of the ADRRC.

Charge: Enforces and reviews academic regulations governing disqualification and reinstatement to the University. Serves as the review committee for students whose petitions have been denied for Change of Major/Adding a second major/or minor for students with more than 90 units, per PD 2009-05.

Membership:
~~AVP Graduate and Undergraduate Programs or designee~~
Associate Dean of Undergraduate Studies [EXO]
Associate Dean of Graduate Studies [EXO]
~~AVP Enrollment Services or designee~~
~~AVP Research or designee~~
Director or designee Advising and Retention Services [EXO]
~~Director or designee EOP [EXO]~~ AVP, Student Affairs [EXO]
AVP Faculty & Student Success or Designee [EXO]
Director or designee Counseling Services [EXO]
Associate Dean Business [EXO]
Associate Dean Education [EXO]
Associate Dean Engineering [EXO]
Associate Dean Health and Human Sciences [EXO]
Associate Dean Humanities and the Arts [EXO]
Associate Dean Science [EXO]
Associate Dean Social Sciences [EXO]
College of International and Extended Studies (CIES) Associate Dean [EXO]

Award Committees: - Charge (new) based on contents of S13-6.
http://www.sjsu.edu/senate/docs/S13-6.pdf

Charge: In accordance with S13-6, the purpose of the Outstanding Professor, President's Scholar, Distinguished Service Award, and the Outstanding Lecturer

Awards committees is to recommend for recognition ~~recognize~~ faculty members who have excelled in the areas of teaching and advising, scholarship or creative activity, service to the university or profession, and a lecturer's excellence in teaching effectiveness and service, respectively.

Writing Requirements Committee - No update to charge; clarification in membership.
http://www.sjsu.edu/senate/docs/F15-6.pdf
http://www.sjsu.edu/senate/docs/S95-5.pdf

Membership:
College Dean/WRC Chair; Appointed by the Provost [EXO]
SJSU Writing Programs Administrator (WPA) [EXO]
SJSU Writing Across the Curriculum (WAC) [EXO]
AVP GUP or Designee [EXO]
Director Testing (EXO, non voting)
Writing Skills Coordinator (WSC) (EXO, non voting)
AVP Student Academic Success Services or Designee (EXO, non voting)
Faculty - University Library
1 Faculty, College of Business
1 Faculty, College of Education
1 Faculty, College of Engineering
1 Member, General Unit
1 Faculty, College of Health and Human Sciences
1 Faculty, College of Humanities & Arts
1 Faculty, College of Humanities & Arts; LLD
1 Faculty, College of Science
1 Faculty, College of Social Science
1 Student - UG or Grad; (has satisfied WC II requirement)
1 Student - UG or Grad (satisfied WC II requirement and preferably has experience with ESL Learning)

Board of General Studies: - Update title in membership.
http://www.sjsu.edu/senate/docs/F15-13.pdf

Membership
AVP, ~~Graduate and~~ Undergraduate Studies or designee (EXO, Non Voting)
Director of Assessment (EXO, Non Voting)
1 Faculty, College of Business
1 Faculty, College of Education
1 Faculty, College of Engineering
1 Faculty, College of Health and Human Sciences
1 Faculty, College of Humanities & Arts

1 Faculty, College of Science
1 Faculty, College of Social Science
1 student

Appendix A
Charge & Membership of Committees

Policy Committees: In general, these committees study policy issues and investigate policy problems in their areas at the request of the Academic Senate and prepare policy recommendations for official action.

Executive Committee - Note: Update to charge passed with SM-S19-1.
See bylaw 4: http://www.sjsu.edu/senate/docs/handbook/bylaws.pdf

Charge: Acts as an Ad Hoc Advisory Committee to the President on request; acts for the Academic Senate at such times when the members may not be available; formulates policy proposals; refers matters of business to the appropriate agencies; develops and approves the agenda for Senate meetings; handles external relations with elected officials and their staff, as appropriate; prepares nominations/appointments as needed to policy committees, operating committees, special agencies, and other committees for Senate (or administrator) approval; and handles external relations with elected officials and their staff.

Membership
Senate Chair (elected)
Vice Chair (elected)
President [EXO]
Provost [EXO]
VP Administration & Finance [EXO]
VP Student Affairs [EXO]
Chief Diversity Officer [EXO]
Past Chair or Faculty at Large (elected)
Statewide Senator (elected)
AS President [EXO]
Chair Committee on Committees/Assoc. Vice Chair (elected)
Chair Curriculum & Research (elected)
Chair Instruction & Student Affairs (elected)
Chair Organization & Government (elected)
Chair Professional Standards (elected)

Committee on Committees - Update to charge passed with SM-S19-1.
http://www.sjsu.edu/senate/docs/F05-1.pdf
http://www.sjsu.edu/senate/docs/S98-3.pdf
See bylaw 4: http://www.sjsu.edu/senate/docs/handbook/bylaws.pdf

Charge: Prepares nominations for policy committees, operating committees, special agencies, and other committees as needed. In cooperation with the Organization and Government Committee, makes recommendations for the improvement of the Senate's committee operations and structure. Maintains a record of faculty, staff, students, and administrators currently serving on University-level administrative committees, and at the request of the President or other administrator, making the appointments may recruit nominees and suggest names of faculty, staff, and students for service on such committees as needed. Acts as Election Committee.

Membership
1 Faculty, College of Business
1 Faculty, College of Education
1 Faculty, College of Engineering
1 Member, General Unit
1 Faculty, College of Health and Human Sciences
1 Faculty, College of Humanities & Arts
1 Faculty, College of Science
1 Faculty, College of Social Science
1 Student Senator

Curriculum and Research – Update to membership passed with SM-S19-1.
http://www.sjsu.edu/senate/docs/SM-S89-3.pdf

Charge: Responsible for all matters relating to curriculum and research and for development of an academic master plan.

Membership
AVP, Research [EXO]
AVP, GUP [EXO]
1 Faculty, College of Business
1 Faculty, College of Education
1 Faculty, College of Engineering
1 Member, General Unit
1 Faculty, College of Health and Human Sciences
1 Faculty, College of Humanities & Arts

1 Faculty, College of Science
1 Faculty, College of Social Science
1 Student Senator

Instruction and Student Affairs – Update to membership passed with SM-S19-1.
http://www.sjsu.edu/senate/docs/SM-F13-1.pdf
http://www.sjsu.edu/senate/docs/SM-F04-2.pdf
http://www.sjsu.edu/senate/docs/SM-S04-2.pdf

Charge: Responsible for all matters relating to instruction and to student affairs, including recruitment, admission, retention, academic status, educational equity, rights and responsibilities. The Instruction and Student Affairs Committee may establish task forces in consultation with the Executive Committee of the Academic Senate to address specific matters that are beyond its ability or the ability of the Student Success Committee to address in a reasonable time period.

Membership
AVP, Student Affairs or Designee (EXO)
AVP, Enrollment Services or Designee (EXO)
Associate Dean for Undergraduate Studies (EXO - non voting)
Associate Dean for Graduate Studies (EXO - non voting)
Director, Student Involvement (EXO)
Director, University Housing Services (EXO)
Alumni Representative
1 faculty, College of Business
1 faculty, College of Education
1 faculty, College of Engineering
1 Member, General Unit
1 faculty, College of Health and Human Sciences
1 faculty, College of Humanities & Arts
1 faculty, College of Science
1 faculty, College of Social Science
AS President
3 Student Senators
1 Graduate Student

Organization and Government - Update to charge passed with SM-S19-1.
Note: original charge and membership (archived) superseded with the passage of SM-S19-1.

Charge: Considers problems related to and prepares recommendations regarding governance of the University, including revisions of the Senate Constitution and By-

Laws, and the structure and purview of colleges and departments. This committee is also responsible for reviews and recommendations regarding the charges and functions and creation or abolishment of University and Senate committees ~~along~~ in consultation with the committee on committees where appropriate.

Membership
President's Designee [EXO]
1 Faculty, College of Business
1 Faculty, College of Education
1 Faculty, College of Engineering
1 Member, General Unit
1 Faculty, College of Health and Human Sciences
1 Faculty, College of Humanities & Arts
1 Faculty, College of Science
1 Faculty, College of Social Science
1 Student Senator
1 Emeritus Faculty Rep [EXO]
[Emeritus Rep and Alumni Rep can serve on any policy committee but the Professional Standards Committee. However, both cannot serve on the same policy committee.]

Professional Standards - Update to membership passed with SM-S19-1.
Note: original charge and membership (archived) superseded with the passage of SM-S19-1.

Charge: Responsible for all areas pertaining to faculty affairs and professional standards.

Membership
Senior Vice Provost (EXO)
1 Faculty, College of Business
1 Faculty, College of Education
1 Faculty, College of Engineering
1 Member, General Unit
1 Faculty, College of Health and Human Sciences
1 Faculty, College of Humanities & Arts
1 Faculty, College of Science
1 Faculty, College of Social Science
1 Student Senator

Operating Committees: In the context of their charge, operating committees serve a range of functions including the preparation of reports and making recommendations for changes in policy to their designated policy committees.

Faculty Diversity Committee [reporting to PS] - Addition and updates to membership.
http://www.sjsu.edu/senate/docs/S10-1.pdf
http://www.sjsu.edu/senate/docs/SM-S05-6.pdf

Charge: The Faculty Diversity Committee promotes diversity through appropriate recruitment and retention strategies. It also conducts periodic forums and other activities directed at increased recruitment and retention of diverse faculty. It reviews effectiveness of such activities and may recommend appropriate strategies and policies.

Membership
Chief Diversity Officer [EXO]
~~AVP Human Resources~~ Senior AVP UP or designee [EXO]
~~AVP Faculty Affairs or designee~~ ~~Deputy Provost~~ Senior Vice Provost or designee[EXO]
1 Faculty, College of Business
1 Faculty, College of Education
1 Faculty, College of Engineering
1 Member, General Unit
1 Faculty, College of Health and Human Sciences
1 Faculty, College of Humanities & Arts
1 Faculty, College of Science
1 Faculty, College of Social Science
AS Director of Academic Affairs
~~AS Director of Campus Climate Affairs~~ A.S. Director of Intercultural Affairs

Graduate Studies and Research Committee [reporting to CR] - No update.
http://www.sjsu.edu/senate/docs/SM-F15-4.pdf
http://www.sjsu.edu/senate/docs/SM-F08-3.pdf
http://www.sjsu.edu/senate/docs/SM-S98-2.pdf
http://www.sjsu.edu/senate/docs/SM-S96-5.pdf

Charge: Recommends policies and policy changes pertaining to graduate studies and research (including issues relating to intellectual property); reviews proposals for new graduate degree programs and new organized research units; conducts reviews of existing organized research units; reviews entries for outstanding thesis awards, formulates or considers and makes recommendations on policy for awarding honors to

graduate students, selects students to represent SJSU at the CSU Student Research Competition, and reviews applications for the Pre-Doctoral Program, Forgivable Loan Program, and any similar program; establishes guidelines for format and style for master theses and projects; and encourages and facilitates the development, administration, promotion, and recognition of research at San José State University.
Membership
Coordinator, Library Collection [EXO]
Associate Dean Graduate Studies [EXO]
Associate Dean Research [EXO]
Director Sponsored Programs or designee [EXO]
1 Faculty, College of Business
1 Faculty, College of Education
1 Faculty, College of Engineering
1 Member, General Unit
1 Faculty, College of Health and Human Sciences
1 Faculty, College of Humanities & Arts
1 Faculty, College of Science
1 Faculty, College of Social Science
2 Graduate Students

Institutional Review Board - Human Subjects [reporting to CR] - No update.
http://www.sjsu.edu/senate/docs/F18-3.pdf
http://www.sjsu.edu/senate/docs/F17-1.pdf
http://www.sjsu.edu/senate/docs/SM-F05-2.pdf
http://www.sjsu.edu/senate/docs/SM-S05-3.pdf
http://www.sjsu.edu/senate/docs/SM-S00-1.pdf
http://www.sjsu.edu/senate/docs/F90-4.pdf

Charge: Facilitates the responsible conduct of inquiry by reviewing all proposals for human subject research to be conducted under the direction of University personnel, including University students; ensures that, before data collection is begun, all appropriate measures have been taken to protect the safety, personal rights and dignity of all individuals and social groups involved as participants in the project. The Board may also provide information to the campus community on IRB-HS procedures and compliance with applicable rules and regulations.

Membership
IRB Coordinator [EXO]
1 Faculty, College of Business
2 Faculty, College of Education
1 Faculty, College of Engineering

1 Member, General Unit
2 Faculty, College of Health and Human Sciences
1 Faculty, College of Humanities & Arts
1 Faculty, College of Science
2 Faculty, College of Social Science
1 student
Community-at-large
Physician or licensed health professional
Physician (Kinesiological Consultant) - as needed
Prisoner Advocate - as needed

International Programs and Students Committee [reporting to ISA] - Update to charge and membership.
http://www.sjsu.edu/senate/docs/SM-S05-1.pdf
http://www.sjsu.edu/senate/docs/SM-F04-4.pdf
http://www.sjsu.edu/senate/docs/F90-5.pdf
http://www.sjsu.edu/senate/docs/F88-11.pdf

Charge: Considers issues related to the experiences of international students & scholars and participants in SJSU study abroad programs. Advocates for the success of international and study abroad students through interactions with relevant SJSU offices and administrators. Partners with colleagues in various campus divisions to promote awareness of global opportunities for students, staff, and faculty. Reviews and recommends policies and procedures on SJSU international programs and activities including Faculty Led Programs (FLP).

Membership
Director International Programs & Services [EXO]
Student Affairs Office designee [EXO]
AVP, Enrollment & Academic Services or designee [EXO]
GUP Graduate Studies Office designee [EXO]
GUP Undergraduate Studies Office designee [EXO]
~~Study Abroad Director~~ Director of Study Abroad and Away [EXO]
CIES, Director Global Studies [EXO]
CIES, AVP Continuing Education Office [EXO]
ACIP Rep [EXO]
1 Faculty, College of Business
1 Faculty, College of Education
1 Faculty, College of Engineering
1 Member, General Unit
1 Faculty, College of Health and Human Sciences
1 Faculty, College of Humanities & Arts

1 Faculty, College of Science
1 Faculty, College of Social Science
2 Students

Program Planning Committee [reporting to CR] - Update to charge.
http://www.sjsu.edu/senate/docs/S17-11.pdf
http://www.sjsu.edu/senate/docs/SM-F08-6.pdf
http://www.sjsu.edu/senate/docs/SM-F03-2.pdf
http://www.sjsu.edu/senate/docs/SM-S96-4.pdf

Charge: Implements the academic program planning process, including the review of programs, as provided in the program planning policy and guidelines. Recommends changes in the policy and guidelines and other matters relating to program planning and review to the Curriculum and Research Committee.

Membership
Office of the Provost
Office of AVP Grad and Undergrad Studies
Office of AVP Research
Office of Dir IEA or designee
Director of Assessment
2 Faculty, Business
2 Faculty, Education
2 Faculty, Engineering
2 Faculty, Health and Human Sciences
2 Faculty, Humanities and the Arts
2 Faculty, Science
2 Faculty, Social Science
2 Members, General Unit
Staff member (Non-Voting)
1 Graduate Student
1 Undergraduate Student

Student Evaluation Review Board [reporting to PS] - Update to charge.
http://www.sjsu.edu/senate/docs/F10-2.pdf
http://www.sjsu.edu/senate/docs/SM-S99-4.pdf
http://www.sjsu.edu/senate/docs/F87-6.pdf

Informational Note: Two recommendations modified F87-6 in conflicting ways:
F10-2 modified F87-6 (no testing director seat) - and should have also addressed SM-S99-4
SM-S99-4 modified F87-6 (director of testing seat, but no IEA or CFD seat).

Text of F10-2: The Board shall consist of one faculty member from each college, one student, the Director of the Center for Faculty Development and Support or designee, ex officio, and the Associate Vice President for Institutional Research or designee, ex officio.

Charge: In consultation with the appropriate disciplines, designs evaluation instruments to be used by all departments and colleges. In collaboration with IEA, establishes norm groups and norm ranges. Develops and makes available to the University community, information and guidelines for the effective interpretation of the rating instruments. Develops guidelines for the participation of students in the evaluation of faculty. Reviews proposals for matters concerned with rating instruments, norm grouping or any other variance to established policy.

Membership
Director, IEA or designee [EXO]
Director, Center for Faculty Development & Support or designee [EXO]
1 Faculty, College of Business
1 Faculty, College of Education
1 Faculty, College of Engineering
1 Member, General Unit
1 Faculty, College of Health and Human Sciences
1 Faculty, College of Humanities & Arts
1 Faculty, College of Science
1 Faculty, College of Social Science
1 Student

Student Fairness Committee [reporting to ISA]- Update to charge; membership clarifies one faculty from each college.
http://www.sjsu.edu/studentconduct/docs/S14-3.pdf

Charge: In accordance with S14-3, the student fairness committee adjudicates grade disputes and advises professors and departments on practices that will limit future problems. The committee also suggests ways to bring teaching practices and departmental practices in alignment with university policy. Based on the nature of the grievance, the student fairness committee also guides students to other institutional resources that are available to address various types of grievances.

Membership
Ombudsperson [EXO]
2 University administrators (management)
1 Faculty, College of Business

1 Faculty, College of Education
1 Faculty, College of Engineering
1 Faculty, College of Health and Human Sciences
1 Faculty, College of Humanities & Arts
1 Faculty, College of Science
1 Faculty, College of Social Science
2 Staff (non-management)
7 Students

Undergraduate Studies Committee [reporting to CR] - Update to charge.
http://www.sjsu.edu/senate/docs/SM-F16-1.pdf
http://www.sjsu.edu/senate/docs/SM-F15-2.pdf
http://www.sjsu.edu/senate/docs/SM-S98-2.pdf

Charge: Reviews and coordinates the undergraduate curriculum and its development across all colleges; advises on policies relevant to undergraduate education; encourages and supports curricular innovation on campus; formulates or considers and makes recommendations on policy for awarding honors to undergraduate students; reviews and makes recommendations on proposed departmental honors programs; and members serve as liaisons to their respective units.

Membership
AVP, GUP or designee
1 Faculty, College of Business
1 Faculty, College of Education
1 Faculty, College of Engineering
1 Member, General Unit
1 Faculty, College of Health and Human Sciences
1 Faculty, College of Humanities & Arts
1 Faculty, College of Science
1 Faculty, College of Social Science
2 Students

Special Agencies: Special agencies are created as needed. All special agencies report to the Academic Senate unless otherwise specified at the time of their establishment.

Accreditation Review Committee - Update to charge.
http://www.sjsu.edu/senate/docs/S16-5.pdf

Charge: The Accreditation Review Committee (ARC) is charged with leading the campus in preparation for its accreditation review in accordance with the most current WASC Senior College and University Commission (WSCUC) Handbook of Accreditation.

Membership:
A faculty member serving as chair of the review committee
5 faculty-at-Large
1 Department Chair
Chair of the Academic Senate (or designee) [EXO]
Faculty Director of Assessment [EXO]
Program Planning Committee Chair [EXO]
Provost (or designee) [EXO]
2 members of the President's cabinet
1 staff member from Academic Affairs
1 staff member from Student Affairs
1 dean from one of the seven academic colleges
AVP, Graduate and Undergraduate Programs (WSCUC Accreditation Liaison Officer) [EXO]
Director, Office of Institutional Effectiveness and Analytics [EXO]
The President of Associated Students or designee – [EXO]
A member of the community, appointed by the President

Alcohol & Drug Abuse Committee - No update.
http://www.sjsu.edu/senate/docs/S18-15.pdf
http://www.sjsu.edu/senate/docs/F01-1.pdf
http://www.sjsu.edu/senate/docs/S01-2.pdf

Charge: ADAPC serves as a campus resource and advisory group to the University President. The committee will help in facilitating educational awareness and communication on the topics of alcohol and drug abuse, intervention, and prevention through various engagement and outreach activities and events across SJSU departments, organizations, and divisions.

ADAPC will identify and assist in promoting current and relevant university policies, Presidential Directives, best practices, and research-informed practices in its committee, coordination, and collaboration efforts.
ADAPC will collaborate with various departments, organizations, and divisions at SJSU to utilize the expertise available around the topics of alcohol and drug abuse, intervention and prevention.

Membership
Associate Director, Wellness and Health Promotion or designee [EXO]
Director, Student Conduct & Ethical Development or designee [EXO]
Director, Counseling & Psychological Services or designee [EXO]
Chief of Police or designee [EXO]
Executive Director for Associated Students or staff designee [EXO]
Associate Director for Residence Life [EXO]
Student Engagement Coordinator (Greek Life) from Student Involvement [EXO]
Senior Associate for Academics and Student Services (athletics) [EXO]
Assistant Director, International Student & Scholar Advising (CIES) [EXO]
2 faculty-at-large (1 preferably from a health-related discipline)
1 staff-at-large (non MPP from academic affairs division)
AS Board of Directors student designee
Residential Advisor designated by RHA
Greek Life Student Representative
Student from Peer Health Education Program

Athletics Board - Update to charge; updates to membership.
http://www.sjsu.edu/senate/docs/S13-7.pdf
http://www.sjsu.edu/senate/docs/F07-2.pdf
http://www.sjsu.edu/senate/docs/F79-4.pdf

Charge: In alignment with SJSU's Athletics Policy (F07-2), the athletics board performs such functions as to enable it to carry out its responsibilities to ensure academic integrity of the athletic programs and compliance with NCAA and affiliated conference athletic rules. It shall recommend to the President and to the Executive Committee of the Academic Senate policies that promote a strong environment of rules compliance and provide a positive academic environment for all student-athletes; it shall act in an advisory capacity to the President and his/her designee and to the Director of Athletics; and it shall have an overall awareness of the athletic programs of the University and the rules, procedures and guidelines of the athletic organizations of which the University is a member, in order to make recommendations pertaining thereto and to act in an advisory capacity.

Membership:
3 faculty-at-large, tenured
2 faculty-at-large
President, Associated Students, or Designee [EXO]
~~Director, Extracurricular Affairs, Associated Students~~ Student-Athlete Advisory Committee President or designee [EXO]
Faculty Athletics Representative
President, Spartan ~~Foundation~~ Athletic Fund, or designee [EXO]
Director, Division of Athletics (non-voting member) [EXO]
~~Associate Athletics Director for Student Services~~ Senior Athletics Administrator for Academic and Student Services (non-voting member)
President's Designee (non-voting member)
~~Director of Compliance~~ Senior Athletics Administrator for Compliance (non-voting member)

Budget Advisory Committee - Update to charge.
http://www.sjsu.edu/senate/docs/F15-9.pdf

Charge: ~~The Budget Advisory Committee is charged with~~ Advises the President of the University by providing input and recommendations ~~to the President~~ throughout the planning, implementation and subsequent review of budget expenditures including advice on key campus priorities.

~~The Budget Advisory Committee will~~ Assists with identifying challenges~~, serve as an advisory resource to the campus community, and provide a mechanism to communicate financial issues across the campus in a timely fashion.~~ and problem areas and proposes solutions.
~~In addition, this committee will serve~~ Acts as a resource to ~~enhance~~ the campus community~~'s~~ in understanding ~~of~~ state-wide, CSU, and university-wide budgeting processes~~;~~. ~~develop a broad and deep understanding of budget issues at all levels in order to identify and analyze problem areas and propose solutions; and~~ Provides advice concerning the planning, development, and implementation of materials to communicate budget-related information to the campus community, ensuring alignment of campus resources with the strategic plan.

Membership:
Presidential appointee from outside Academic Affairs
Senate Vice Chair, Co-chair
VP, Administration & Finance, Co-chair
AVP, Academic Budgets & Planning
1 dean
1 department chair

2 faculty senators
2 faculty-at-large
AS President or designee
1 staff member from Academic Affairs, with budget responsibility

Campus Planning Board - Update to charge and membership.
http://www.sjsu.edu/senate/docs/F15-10.pdf
http://www.sjsu.edu/senate/docs/S08-4.pdf

Charge: Advises the President of the University ~~in regard to~~ regarding long- range physical planning for the campus and the surrounding area, including preparation and review of the Campus Master Plan. For this purpose, the Board ~~is~~ serves as the Campus Planning Committee as described in ~~provided for by~~ Executive Order 672.

The board advises the President (subject to applicable CSU regulations and University policies) ~~in regard to~~ about the planning, location, construction and operation of lesser physical structures, facilities and equipment on or near the campus. The board ~~to~~ reviews plans for installation of art in external areas and common internal areas; ~~to~~ recommends plans to enhance and maintain the plant and animal life of the campus with emphasis on both the aesthetics and the instructional value of the campus plantings; ~~to~~ reviews and makes recommendations on all proposed plantings and landscape design on campus; ~~to~~ monitors the use of pesticides and herbicides on campus; and ~~to~~ educates all members of the campus community about the campus landscape. In addition, as needed, the board provides advice to the President on matters related to historical buildings and grounds.

Membership
Provost or designee [EXO]
VP, Advancement or Designee [EXO]
VP, Student Affairs or Designee [EXO]
AVP, Facilities Development and Operations [EXO]
Chief of Staff [EXO]
Director Planning, Design & Construction [EXO] (non-voting)
1 faculty, College of Business
1 faculty, College of Education
1 faculty, College of Engineering
1 member, General Unit
1 faculty, College of Health and Human Sciences
1 faculty, College of Humanities & Arts
1 faculty, College of Science
1 faculty, College of Social Science
1 member of support staff

1 member of the community
AS Director of Business Affairs
~~AS Director of Environmental Affairs~~ A.S. Director of Sustainability Affairs

Strategic Planning Steering Committee - Update to charge.
http://www.sjsu.edu/senate/docs/S16-3.pdf

Charge: The Strategic Planning Steering Committee (SPSC) is responsible for advising the President on all aspects of the development, implementation, evaluation, and revision of a strategic plan for SJSU. The committee is responsible for the ongoing review of the planning process, ~~along with~~ and for communication and engagement with campus constituents ~~will be central to the steering committee's responsibilities as well as~~ to sustain the plan's legitimacy and efficacy. As a representative group, SPSC members are expected to convey information out to all constituent groups they have connections with and serve as a conduit for information into the SPSC throughout a strategic planning cycle.

Membership
Provost, Co-chair of SPSC [EXO]
Senate Chair, Co-chair of SPSC [EXO]
2 members of the President's Cabinet [EXO]
AS President or designee [EXO]
1 graduate Student
1 dean
1 department chair
2 faculty-at-large
2 members of staff
1 alumnus/a
1 community member

Student Success Committee [reports to ISA] - No update.
http://www.sjsu.edu/senate/docs/S17-4.pdf
http://www.sjsu.edu/senate/docs/F14-1.pdf

Charge: Reviews and recommends changes to academic policies, practices, and procedures as they relate to all aspects of student success. This ~~would~~ includes, but is not limited to, student enrollment, financial aid, retention, engagement, academic skills and competencies, and time to degree. The committee will assist in identifying challenges, serve as a central information resource to gather recommendations, and disseminate information on student success policies and goals and provide advice

regarding the planning, development, and implementation of initiatives designed to facilitate student success. Individual members are charged with the responsibility of maintaining robust communications with the groups they are affiliated with.

Membership:
AVP Faculty and Student Success
AVP Transition & Retention Services
1 representative from Academic Affairs
1 representative from Student Affairs
2 undergraduate Students
5 faculty-at-large

Sustainability Board – No Update.
http://www.sjsu.edu/senate/docs/S10-5.pdf

Charge: Working in conjunction with the University Director of Sustainability, the Board functions as a Special Agency of the Academic Senate and advises and makes recommendations to the Academic Senate and the President in the following areas: setting and measuring progress towards meeting University-wide goals to promote sustainability across academic and non-academic divisions; and benchmarking SJSU sustainability efforts relative to state and national leaders in university sustainability. The Board serves as an advisory resource to academic departments on sustainability-related curriculum. The Board also works with appropriate units in the university as a resource for centralizing and effectively communicating information on SJSU's sustainability efforts, both internally and externally; integrating sustainability into key planning documents and procedures; and educating and engaging with campus stakeholders and external partners on sustainability through research, projects, workshops, and other events.

Membership:
Director, Sustainability [EXO]
Provost or designee [EXO]
VP for Advancement or designee [EXO]
VP for Student Affairs or designee [EXO]
AVP of FDO (or designee) [EXO]
Executive Director Spartan Shops or designee [EXO]
AS Director of Comm. & Envr. Affairs [EXO]
1 Dean
1 faculty, Business
1 faculty, Education

1 faculty, Engineering
1 faculty, Health and Human Sciences
1 faculty, Humanities and the Arts
1 faculty, Science
1 faculty, Social Science
1 faculty, General Unit (excluding library)
1 member of staff
1 student

University Library Board - Update to charge.
http://www.sjsu.edu/senate/docs/S15-10.pdf

Charge: The University Library Board advises and assists the Dean of the University Library on matters concerning the academic role of the library. The board serves as liaison between faculty and students and the Library administration, faculty, and staff; examines the relationships between the Library and the general faculty, the various colleges and the programs of the University, for the purpose of recommending improvements in Library services and policy, as well as the stature of the Library. The board recommends ways of assuring the stewardship of the library's various collections of materials in all formats. The board recommends ways of assuring that the library provide an atmosphere appropriate to quiet study and research, collaboration, student academic success, and thoughtful reading. The board widely consults representatives from all groups and disciplines who use the library's resources for curriculum and research, so as to advise the Dean of the University Library on campus needs for the Library's collections and academic services, and receives periodic reports on the library's progress and expenditures toward meeting those needs. Receives reports from the library Dean regarding any issues raised at the King Library Management Team meetings that affect the management of the King Library. The University Library Board may, in cooperation with the library, co-sponsor events within the library that bring members of the university community together with other citizens of the region for discourse on subjects of common scholarly and literary interest. The board conducts periodic reviews of this policy and makes recommendations to the Academic Senate for appropriate revisions.

Membership:
Library Dean, ex officio, non-voting
Past Chair of the Academic Senate or FAL to the Executive Committee,
3 regular university library faculty (tenured or tenure-track) who represent different professional specializations.
1 faculty, Business
1 faculty, Education
1 faculty, Engineering

1 faculty, Health and Human Sciences
1 faculty, Humanities and the Arts
1 faculty, Science
1 faculty, Social Science
1 faculty member from the School of Library and Information Science
AS President or designee [EXO]
1 undergraduate student
1 graduate student

http://www.sjsu.edu/senate/docs/S15-10.pdf

Other Committees: The following are committees authorized by the Senate with their work specified in the policy that established them.

Academic Disqualification and Reinstatement Review Committee - Update to charge and membership.
http://www.sjsu.edu/senate/docs/S16-16.pdf
http://www.sjsu.edu/senate/docs/S10-6.pdf

Charge: Enforces and reviews academic regulations governing disqualification and reinstatement to the University. Serves as the review committee for students whose petitions have been denied for Change of Major/Adding a second major/or minor for students with more than 90 units, per PD 2009-05.

Membership:
~~AVP Graduate and Undergraduate Programs or designee~~
Associate Dean of Undergraduate Studies [EXO]
Associate Dean of Graduate Studies [EXO]
~~AVP Enrollment Services or designee~~
~~AVP Research or designee~~
Director or designee Advising and Retention Services [EXO]
~~Director or designee EOP [EXO]~~ AVP, Student Affairs
AVP Faculty & Student Success or Designee [EXO]
Director or designee Counseling Services [EXO]
Associate Dean Business [EXO]
Associate Dean Education [EXO]
Associate Dean Engineering [EXO]
Associate Dean Health and Human Sciences [EXO]
Associate Dean Humanities and the Arts [EXO]
Associate Dean Science [EXO]
Associate Dean Social Sciences [EXO]
College of International and Extended Studies (CIES) Associate Dean [EXO]

Board of Academic Freedom and Professional Standards - No update.
http://www.sjsu.edu/senate/docs/S99-9.pdf
http://www.sjsu.edu/senate/docs/S99-8.pdf
http://www.sjsu.edu/senate/docs/S94-5.pdf

Charge: Implements University Policy on Academic Freedom and Professional Responsibility. Monitors the state of academic freedom and professional responsibility at the University, making reports and recommendations (including revisions of all documents relating to academic freedom and responsibility) to the Academic Senate and the University community as it deems necessary; works in concert with the Office of Faculty Affairs to advise and orient new faculty in the areas of academic freedom and professional responsibility; educates the academic community about academic freedom and professional responsibility by disseminating Academic Freedom and Professional Responsibility policy and holding workshops and forums as necessary; remains available to consult confidentially with members of the University on issues related to academic freedom and professional responsibility; addresses complaints of infringements of academic freedom brought by members of the University, issuing findings as appropriate; advises and assists the Office of Faculty Affairs on the handling of all complaints of breaches of faculty responsibility, including complaints of scientific misconduct.

Membership
1 Faculty, College of Business
1 Faculty, College of Education
1 Faculty, College of Engineering
1 Member, General Unit
1 Faculty, College of Health and Human Sciences
1 Faculty, College of Humanities & Arts
1 Faculty, College of Science
1 Faculty, College of Social Science

Board of General Studies: - Update title in membership.
http://www.sjsu.edu/senate/docs/F15-13.pdf

Charge: Receives and solicits courses and curricular proposals designed to satisfy General Education (GE), American Institutions (AI), and Graduation Writing Assessment Requirement (GWAR) requirements from all colleges and departments of the University; reviews, approves, and authorizes courses and curricular proposals for purposes of GE, AI, and GWAR; and evaluates the courses and curricula it has approved according to

procedures described in the 2014 Guidelines. The Board evaluates modifications requested by degree programs in accordance with the 2014 Guidelines.

Membership
AVP, ~~Graduate and~~ Undergraduate Studies or designee (EXO, Non Voting)
Director of Assessment (EXO, Non Voting)
1 Faculty, College of Business
1 Faculty, College of Education
1 Faculty, College of Engineering
1 Faculty, College of Health and Human Sciences
1 Faculty, College of Humanities & Arts
1 Faculty, College of Science
1 Faculty, College of Social Science
1 student

Traffic Transit and Parking Advisory Committee - No update. NOTE: recommended update to charge has been proposed to the President.
http://www.sjsu.edu/president/directives/current/pd0705revised.html
http://www.sjsu.edu/president/directives/current/pd0705.html
http://www.sjsu.edu/president/docs/directives/PD_99-02.pdf

Charge: To advise, directly, the University Police Department and, indirectly (through the Vice President for Administration and Finance) the President and the President's staff, about policies, processes, and practices regarding parking, traffic and transit at SJSU. The committee's purpose is to be an important conduit of information to and from UPD (including the Office of Traffic and Parking Operations) and the campus community. The committee is not authorized to formulate policy, or negotiate or receive input or make determinations concerning matters within the scope of bargaining, nor shall it be a review board for individual cases. However, it should devise methods for keeping the campus community informed of its activities and provide a venue for open dialogue regarding current and planned operations, possible solutions and suggestions, as well as discussion of problems and concerns, from all campus constituents.

Membership
3 students
3 faculty
1 non-bargaining unit staff employee
1 representative of the University Police Department who has line responsibility for traffic and parking operations (e.g., the Support Services Commander);
The manager of Transportation Solutions (or the duly designated campus Transportation Demand Management (TDM) program).

1 representative from the Disability Resource Center (DRC) selected by the Director of the DRC;
1 representative from Housing selected by the Director of Housing;
1 representative of the surrounding campus neighborhood associations, selected by the other voting committee members from a list of nominees and self-nominees.
A minimum of one ex officio, non-voting member from the staff of UPD
An ex officio, non-voting member of the University Public Affairs Office
A staff member from the TDM program

Award Committees:
http://www.sjsu.edu/senate/docs/S13-6.pdf
Note: Overall charge (new) based on contents of S13-6

Charge: In accordance with S13-6, the purpose of the Outstanding Professor, President's Scholar, Distinguished Service Award, and the Outstanding Lecturer Awards committees is to recommend for recognition ~~recognize~~ faculty members who have excelled in the areas of teaching and advising, scholarship or creative activity, service to the university or profession, and a lecturer's excellence in teaching effectiveness and service, respectively.

Distinguished service award selection committee Membership:
Administrator (Committee Chair)
3 Prior Faculty Award Recipients
Community Member

Outstanding lecturer award selection committee Membership:
Administrator (Committee Chair)
3 Prior Faculty Award Recipients
1 Student

Outstanding professor award selection committee Membership:
Administrator (Committee Chair)
3 Prior Faculty Award Recipients
1 Student
President's scholar award selection committee Membership:
Administrator (Committee Chair)
4 Prior Faculty Award Recipients

Writing Requirements Committee - No update to charge; clarification in membership.
http://www.sjsu.edu/senate/docs/F15-6.pdf

http://www.sjsu.edu/senate/docs/S95-5.pdf

Charge: The University Writing Requirements Committee shall set standards to be met by instructors of approved courses, may sponsor workshops and training programs for instructors of approved courses and shall use these and other appropriate means to maintain uniformity of composition standards throughout the University. In addition to its other powers and responsibilities, the University Writing Requirements Committee may make such recommendations as it deems desirable in regard to policies, procedures and examinations for completion or satisfaction of all University written communication requirements and for establishment and maintenance of satisfactory standards of writing proficiency for all students. It shall make such recommendations, through the Board of General Studies, to the appropriate policy committee of the Academic Senate. It may also recommend to the Associate Academic Vice President for Undergraduate Studies guidelines for decisions on student petitions and appeals in regard to University writing requirements.

Membership:
College Dean/WRC Chair; Appointed by the Provost [EXO]
SJSU Writing Programs Administrator (WPA) [EXO]
SJSU Writing Across the Curriculum (WAC) [EXO]
AVP GUP or Designee [EXO]
Director Testing (EXO, non voting)
Writing Skills Coordinator (WSC) (EXO, non voting)
AVP Student Academic Success Services or Designee (EXO, non voting)
Faculty - University Library
1 Faculty, College of Business
1 Faculty, College of Education
1 Faculty, College of Engineering
1 Member, General Unit
1 Faculty, College of Health and Human Sciences
1 Faculty, College of Humanities & Arts
1 Faculty, College of Humanities & Arts; LLD
1 Faculty, College of Science
1 Faculty, College of Social Science
1 Student - UG or Grad; (has satisfied WC II requirement)
1 Student - UG or Grad (satisfied WC II requirement and preferably has experience with ESL Learning)

Forum of Senate Chairs and Officers - No update.
http://www.sjsu.edu/senate/docs/SM-F00-1.pdf

Charge: (Per SM-F00-1) The Council of Senate Chairs and Officers will meet at least once per semester to discuss issues pertaining to the operation of the Senate and its committees, to allow for an exchange of ideas, to discuss any issues before the Senate that affect a number of the committees, and to work on improvement of communications among the committee chairs. The Forum will be chaired by the Senate Chair or his or her designee. The Forum members will be invited to all Senate retreats; members will be invited to other events as deemed appropriate by the Executive Committee.

Membership: The Forum will consist of the chairs of all Senate policy, operating and special committees and boards, and the remaining Senate Officers.