

**Cal Poly Humboldt
University Senate**

Resolution Updating the Membership and Duties of the University Policies Committee

01-23/24-CBC –September 26 , 2023 – Second Reading

RESOLVED: That the University Senate of Cal Poly Humboldt recommends that the membership duties of the University Policies Committee (UPC), as defined in the University Senate Bylaws and Rules of Procedure, be revised to make membership more representative and to explicitly acknowledge and allow committee participation in the drafting of university policy.

RATIONALE: *The University Policies Committee’s function is to oversee and bring policy recommendations to the Senate after policy has been drafted by experts and reviewed by stakeholder and the UPC. This revision updates membership to include the Vice President for Academic Affairs (or their designees), Vice President for Administration and Finance (or their designee), and the Vice President for Enrollment Management and Student Success (or their designee) and an additional staff member (non-MPP). This will ensure a more inclusive committee that is well-represented by divisional leadership, faculty, staff, and students. This revision also makes explicit that the UPC may initiate the drafting process and actively involve committee members in policy development when the Senate Executive Committee and/or the UPC Committee chair deem this to be appropriate.*

Current membership:

11.82 Membership: The membership of the University Policies Committee shall be as follows:

- Chair of the Committee (elected by the Senate)
- Two (2) faculty members, appointed by the Appointments and Elections Committee
- One (1) Staff Senator appointed by the Appointments and Elections
- Committee (if no Staff Senator is available, nominations for non-MPP staff members will be requested from the Staff Council for appointment by the Appointments and Elections Committee)
- One (1) Student member, appointed by Associated Students.
- Vice-President for Enrollment Management and Student Affairs (nonvoting)
- Vice-President for Administrative Affairs (non-voting)

Revised membership:

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- Chair of the Committee (elected by the Senate)
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- One (1) Staff Senator appointed by the Appointments and Elections Committee (if no Staff Senator is available, nominations for non-MPP staff members will be requested from the Staff Council for appointment by the Appointments and Elections Committee)

- One (1) Student member, appointed by Associated Students
- Vice-President for Enrollment Management and Student Success (non-voting) or designee
- Vice-President for Administrative Affairs (non-voting) or designee
- Vice-President for Academic Affairs (non-voting) or designee
- One (1) non-MPP Staff member, appointed by Staff Council

Current duties:

11.84 Duties:

- i. The Committee shall review policy items addressing all University policies that do not fall under the purview or charge of the other Senate standing committees.
- ii. The Committee shall oversee the implementation of the University policy process and recommend to the Senate any changes that might be needed to ensure a transparent, efficient, and clear policy process rooted in principles of shared governance.

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- ii. The Committee shall oversee the implementation of the University policy process and recommend to the Senate any changes that might be needed to ensure a transparent, efficient, and clear policy process rooted in principles of shared governance.
- iii. The Committee may initiate the policy drafting process and will actively involve the necessary interested parties in policy development when such is deemed appropriate and necessary after consultation with the Senate Executive Committee.