

**Cal Poly Humboldt  
University Senate**

**Resolution on Creation of Committee on Committees  
under the Constitution and Bylaws Committee**

14-23/24-CBC –February 20, 2024 – Second Reading

**RESOLVED:** The University Senate of Cal Poly Humboldt recommends the establishment of the *Sub-committee on Committees* (COC) within the purview of the *Constitution and Bylaws Committee* (CBC), as delineated in the University Senate Bylaws and Rules of Procedure, to address the CBC's requirements in fulfilling its charges and duties.

**RESOLVED:** The University Senate of Cal Poly Humboldt hereby recommends the amendment of the Faculty Handbook (Section 800) to incorporate the following provision.

**RATIONALE:** *Driven by the imperative to efficiently address the requirements of the CBC in fulfilling its duties, as delineated in the University Senate Bylaws and Rules of Procedure. The rationale stems from the explicit duty outlined in CBC Duties (Senate Bylaws 11.64.iii), which mandates the annual consideration of revisions to the list of Standing and Ad hoc committees, along with their membership and functions. This task necessitates a comprehensive approach with representation from divisional leadership, faculty, staff, and students. Currently, with 113 campus committees identified by the CBC, while the Faculty Handbook Section 800 recognizes only 56, there exists a clear disconnect. The existing membership of the CBC is insufficient to effectively evaluate and make recommendations regarding the creation, maintenance, merging, and sunseting of committees. Thus, the establishment of the COC, incorporating designated representatives from key administrative offices, is crucial to streamline the committee evaluation process and ensure thoroughness in fulfilling the CBC's obligations.*

**Amendment:**

*To be added to Faculty Handbook- Section 800:*

**856. UNIVERSITY COMMITTEE ON COMMITTEE**

**Duties:** The Committee is tasked with the annual review, as deemed necessary, of the Standing and Ad hoc committees' roster, along with the membership and functions of each committee.

**Chair:** Chair of the Constitution and Bylaws Committee (elected by the Senate)

**Type:** University

**Meeting:** as-needed, with a minimum requirement of an annual meeting.

**Membership:**

- Chair of the Constitution and Bylaws Committee (elected by the Senate)
- Parliamentarian
- Three (3) Faculty members, appointed by the Appointments and Elections Committee
- Vice President for Administrative Affairs or designate
- Vice President for Enrollment Management or designate
- Vice President for Academic Affairs or designate
- One (1) non-MPP Staff representative, appointed by the Staff Council
- One (1) Student representative, appointed by the Associated Students