

**Cal Poly Humboldt  
University Senate**

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

XX-23/24-CBC –January XX, 2024 – First 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:** *As stated under CBC Duties (Senate Bylaws 11.64.iii) “the Committee shall consider each year, as may be necessary, revision of the list of Standing and Ad hoc committees and of the membership and functions of each committee.” Fulfillment of this duty is best achieved by an inclusive sub-committee membership, with representation from divisional leadership, faculty, staff, and students. This duty, as the CBC benchmarking studies suggest, requires membership to include the Vice President for Academic Affairs (or their designees), the Vice President for Administration and Finance (or their designee), and the Vice President for Enrollment Management and Student Success (or their designee).*

**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