

*{approved by Senate 2020-3-30, by Board of Trustees 2020-04-14}*

## Memorandum

**From: Academic Senate Officers**

**To: Senate Executive Committee and Academic Senate**

**Date: February 10, 2020 [Updated February 24 ]**

**Re: Proposal to revise Policy 6-002 to change name, membership, and functions of:  
Senate Advisory Committee on --  
~~Budget and Planning~~ University Strategic Planning**

### I. Background:

The Senate Advisory Committee on Budget and Planning has been inactive for quite some time. On recommendation of the Senate Personnel & Elections Committee, this Note was placed in the relevant section of the governing Policy 6-002 in 2018:

*“[User note: As of spring 2018 plans are underway to restructure the membership of this committee and modify its functions. A specific proposal to revise this section of Policy 6-002 is anticipated to be brought to the Senate during 2018-2019. Contact the Senate office for further information.]”*

This current proposal is following up on that earlier recommendation after further study. It has been recognized that the yearly University budget process does not greatly affect academic operations as most budgets are quite rigid. Moreover, the Senate leadership is now invited to the budget hearings for academic units, providing faculty representation at his annual process.

In consultation with President Watkins the Senate officers are proposing to change the name and scope from the existing Senate Advisory Committee on Budget and Planning to the new *Senate Advisory Committee on University Strategic Planning*. The rationale for this change is that long term planning of University operations can have a significant impact on academic issues and it is important to provide the Administration with faculty advice on the long term planning for the University. To implement this change we first proposed to the Executive Committee a working

description for the restructured committee, and now that general agreement has been reached with the Executive Committee on that working description we are presenting this formal proposal to the Senate for revision of the relevant contents of the governing Policy 6-002--The Academic Senate and Senate Committees: Structure, Functions, Procedures.

Note that for the first election process in spring 2020, the Executive Committee will design a membership slate with staggered terms such that a normal sequence of staggered vacancies and elections can begin in a subsequent year.

## **II. Proposed Revision 35 of Policy 6-002**

### **III-C-1-g. Senate Advisory Committee on University Strategic Planning**

The Senate Advisory Committee on University Strategic Planning ("SACUSP") is hereby established as a standing committee of the Academic Senate. The provisions described in [Parts III-D-3 and III-E] of this Policy as generally applicable for standing committees of the Senate apply for this Committee, except as otherwise specifically described here. [**User note:** prior to 2020 this committee was known as the Senate Advisory Committee on Budget and Planning--SACBP, and earlier as the Faculty Budget and Planning Advisory Committee—FBPAC.]

#### **a. Membership and officers.**

The membership of the Committee with full voting rights consists of 12 Tenure-line or Career-line faculty members, with a majority of Tenured faculty, who shall represent the University faculty as a whole and not any particular academic college or area. The membership slate will be voted on by the Senate, upon recommendation of the Executive Committee, which should assure in the recommendation process that the large colleges or areas will have adequate representation, and that ordinarily there is no more than one member from the same college or area. The terms of voting members are four years (rather than the typical three), as with Senate standing committees generally, the terms are staggered so that an approximately equal number are elected each year, and members may serve a maximum of two consecutive terms and then shall be ineligible for nomination for another term until at least one year has elapsed following the expiration of their terms of office. The immediate Past Senate President (or other Senate Presidential Officer as designee in case of absence) will be the Chair of the committee (who shall vote only to break a tie), and a vice-Chair will be elected by the voting members of the

Committee. The President-elect and the President of the Senate will be non-voting ex-officio members of the Committee.

The President of the University and the two Senior Vice Presidents (or their designees) will be non-voting ex-officio members of the Committee and serve as liaisons between the administration's strategic planning activities and the Committee, assuring that all strategic initiatives proposed by the administration receive adequate input from the Committee. The administration should inform the Committee of important strategic planning issues each year on a schedule that allows for such adequate Committee input.

b. Functions.

The Senate Advisory Committee on University Strategic Planning may establish its own internal rules which shall provide that individual faculty members are entitled to submit information to the Committee and that Committee members will hold in strict confidence all budget and planning information which the Committee receives on a confidential basis from the University President or other administrative officers of the University.

The Committee should respond to directions from the Senate, while retaining the freedom to set its own agenda. The Committee's principal roles are to (1) consult with the University administration, and present and argue for the views and interests of the whole faculty in the administration's strategic long-range academic and budgetary planning and (2) identify and bring to the attention of the Academic Senate various long-range, strategic issues, decisions and challenges that should be addressed in furthering the University's missions and positioning the University to be responsive to the demands of a changing and competitive environment. The goal of the Committee is to assure that academic interests such as academic freedom, academic excellence and principles of shared governance are considered when developing the long term strategic directions of the University. The Committee should strive to persuade the administration to make critical long term budgetary and academic policy decisions in as open and public a way as possible.

Specific Powers and Duties

- Provide a forum for individual faculty members to submit information on long term strategic budget and planning.
- Represent views and interests of all faculty in matters related to long term strategic planning for the Institution.
- Consult with the University administration on developing a transparent process for long term strategic planning.
- Provide the University administration with input to all strategic planning initiatives that the administration should refer to the Committee for review.
- Identify and bring to the attention of the Academic Senate various long-range, strategic issues, decisions and challenges that should be addressed in furthering the University's missions and positioning the University to be responsive to the demands of a changing and competitive environment.
- The Committee shall perform the functions assigned to it by applicable provisions of Policy 6-313 (Terminations and Program Discontinuance–Declaration of Financial Exigency).

--end--

{Draft 2020-02-24, proposal to change name, membership and functions of: ~~Senate Advisory Committee on Budget and Planning~~ University Strategic Planning.}

# Policy 6-002: The Academic Senate and Senate Committees: Structure, Functions, Procedures. Revision 35. Effective Date [July 1, 2020]

## I. Purpose and Scope

This Policy (i) establishes the Academic Senate \* \* \* \* \*and (iii) establishes the other standing committees of the Senate \* \* \* \* \*.

## II. Definitions (Reserved)

## III. Policy

### A. Establishment and Authority of the Academic Senate.

\* \* \* \*

### B. Senate Membership. The Senate shall be constituted as follows:

\* \* \* \*

### C. Senate Committees.

1.

#### a. Establishment of standing committees of the Senate.

- i. The standing committees of the Academic Senate described in this Policy are hereby established\* \* \* \* \*
- ii. There are three categories of such standing committees.

\* \* \* \* \*

Standing committees for which the primary responsibilities include generally advising the Senate and the University administration on matters of significant academic importance. These are (5) the Senate Advisory Committee on Academic Policy, (6) The Senate Advisory Committee on ~~Budget and Planning~~ University Strategic Planning, (7) The Senate Advisory Committee on Diversity, (8) The Senate Advisory Committee on Student Course Feedback, (9) The Senate Advisory Committee on Information Technology, and (10) The Senate Faculty Review Standards Committee. Membership in the Senate is not a requirement for faculty members or officers of these committees.

#### b. Senate Executive Committee.

\* \* \* \* \*

#### i. Functions. It shall be the duty of the Executive Committee to:

\* \* \* \* \*

# Carry out such functions as are described in various University Regulations from time to time enacted, including but not limited to the following matters (*listed here for convenience—and the Senate President, after notifying the Executive Committee, is hereby authorized to update this list as an editorial correction, consistent with approved Regulations changes.*):

- Nomination of candidates for election to membership on the Senate Advisory Committee on ~~Budget and Planning~~ University Strategic Planning (see Section III-D-1-h below), the Senate Advisory Committee on Student Course Feedback (Section III-D-1-k), and the Senate Advisory Committee on Information Technology (Section III-D-1-l).

\* \* \* \* \*

c. Senate Personnel and Elections Committee.

\* \* \* \* \*

Functions.

# This committee shall make nominations for elections of members of standing committees of the Senate and for all other Senate committees (except as otherwise provided for a specified committee, including the Senate Advisory Committee on ~~Budget and Planning~~ University Strategic Planning per Section III-D-1-h below), and if the Senate is authorized by any University Regulation, or requested by a University administrator, to make nominations or recommendations of members for a committee to be appointed by the University administration, the Personnel and Elections Committee shall prepare the list of nominees (See Policy 6-001-III-C-2 University Committees).

\* \* \* \* \*

g. Senate Advisory Committee on ~~Budget and Planning~~ University Strategic Planning.

***[DRAFTING NOTE: This is the existing content of the Policy. It will be replaced by new content consistent with the proposal as described in the accompanying explanatory memorandum.]***

*[User note: As of spring 2018 plans are underway to restructure the membership of this committee and modify its functions. A specific proposal to revise this section of Policy 6-002 is anticipated to be brought to the Senate during 2018-2019. Contact the Senate office for further information.]*

The Senate Advisory Committee on Budget and Planning ("SACBP") is hereby established as a standing committee of the Academic Senate. The provisions described in [Parts III-D-3 and III-E] of this Policy as generally applicable for standing committees of the Senate apply for this Committee, except as otherwise specifically described here. *[User note: this committee was formerly known as the Faculty Budget and Planning Advisory Committee -FBPAC.]*

a. Membership and officers:

The membership of the Committee with full voting rights consists of eight Tenure-line or Career-line faculty members who shall represent the University faculty as a whole and not any particular area or college and not more than two may be from the same area or college. The terms of voting members are four years (rather than the typical three), and as with Senate standing committees generally, the terms are staggered so that an approximately equal number (two) are elected each year, the Senate President or designee is an ex officio nonvoting member, and elections of faculty members and appointment and confirmation of Committee officers proceed as described in [Parts III-D-3 and III-E], with the exception that nominations for members to stand for election to this committee (except nominations made from the

~~floor during a meeting of the Senate) shall originate from the Senate Executive Committee rather than the Personnel and Elections Committee.~~

~~b. Functions~~

~~The Committee may establish its own rules which shall provide that individual faculty members are entitled to submit information to the Committee, that no Committee member is permitted to participate in discussions or to vote on matters directly affecting the member's own college or area, and that Committee members will hold in strict confidence all budget information which the Committee receives on a confidential basis from the University President or other administrative officers of the University. The Committee should respond to directions from the Senate, while retaining the freedom to set its own agenda. The Committee's principal role is one of consultation with the University administration, and of presenting and arguing for the views and interests of the whole faculty in the administration's long-range academic and budgetary planning. The Committee should strive to persuade the administration to make critical budgetary and academic policy decisions in as open and public a way as possible. The Committee shall perform the functions assigned to it by applicable provisions of [Policy 6-313](#) (Terminations and Program Discontinuance—Declaration of Financial Exigency)~~

**h. Senate Advisory Committee on Diversity.**

\* \* \* \* \*

- g. Senate Advisory Committee on University Strategic Planning~~Budget and Planning~~.

~~*[User note: As of spring 2018 plans are underway to restructure the membership of this committee and modify its functions. A specific proposal to revise this section of Policy 6-002 is anticipated to be brought to the Senate during 2018-2019. Contact the Senate office for further information.]*~~

The Senate Advisory Committee on University Strategic Planning ("SACUSP") ~~Budget and Planning~~ ("SACBP") is hereby established as a standing committee of the Academic Senate. The provisions described in [Parts III-D-3 and III-E] of this Policy as generally applicable for standing committees of the Senate apply for this Committee, except as otherwise specifically described here. ~~[User note: prior to 2020 this committee was known as the Senate Advisory Committee on Budget and Planning—SACBP, and earlier formerly known as the Faculty Budget and Planning Advisory Committee--FBPAC.]~~

- i. Membership and officers.

The membership of the Committee with full voting rights consists of ~~eight~~ 12 Tenure-line or Career-line faculty members, with a majority of Tenured faculty, who shall represent the University faculty as a whole and not any particular academic college or area, ~~or college and not more than two may be from the same area or college. The membership slate will be voted on by the Senate, upon recommendation of the Executive Committee, which should assure in the recommendation process that the large colleges or areas will have adequate representation, and that ordinarily there is no more than one member from the same college or area.~~ The terms of voting members are four years (rather than the typical three), ~~and~~ as with Senate

standing committees generally, the terms are staggered so that an approximately equal number ~~(two)~~ are elected each year, and members may serve a maximum of two consecutive terms and then shall be ineligible for nomination for another term until at least one year has elapsed following the expiration of their terms of office. The immediate Past Senate President (or other Senate Presidential Officer as designee in case of absence) will be the Chair of the committee (who shall vote only to break a tie), and a vice-Chair will be elected by the voting members of the Committee. The President-elect and the President of the Senate will be non-voting ex-officio members of the Committee.

The President of the University and the two Senior Vice Presidents (or their designees) will be non-voting ex-officio members of the Committee and serve as liaisons between the administration's strategic planning activities and the Committee, assuring that all strategic initiatives proposed by the administration receive adequate input from the Committee. The administration should inform the Committee of important strategic planning issues each year on a schedule that allows for such adequate Committee input.~~the Senate President or designee is an ex-officio nonvoting member, and elections of faculty members and appointment and~~

~~confirmation of Committee officers proceed as described in [Parts III-D-3 and III E], with the exception that nominations for members to stand for election to this committee (except nominations made from the floor during a meeting of the Senate) shall originate from the Senate Executive Committee rather than the Personnel and Elections Committee.~~

ii. Functions

The Senate Advisory Committee on University Strategic Planning may establish its own internal rules which shall provide that individual faculty members are entitled to submit information to the Committee, ~~that no Committee member is permitted to participate in discussions or to vote on matters directly affecting the member's own college or area,~~ and that Committee members will hold in strict confidence all budget and planning information which the Committee receives on a confidential basis from the University President or other administrative officers of the University.

The Committee should respond to directions from the Senate, while retaining the freedom to set its own agenda. The Committee's principal roles ~~is one of consultation~~ are to (1) consult with the University administration, and ~~of presenting and arguing~~ present and argue for the views and interests of the whole faculty in the administration's long-range academic and budgetary planning and (2) identify and bring to the attention of the Academic Senate various long-range, strategic issues, decisions and challenges that should be addressed in furthering the University's missions and positioning the University to be responsive to the demands of a changing and competitive environment. The goal of the Committee is to assure that academic interests such as academic freedom, academic excellence and principles of shared governance are considered when developing the long term strategic directions of the University.

The Committee should strive to persuade the administration to make critical long term budgetary and academic policy decisions in as open and public a way as possible.

Specific Powers and Duties

- Provide a forum for individual faculty members to submit information on long term strategic budget and planning.
- Represent views and interests of all faculty in matters related to long term strategic planning for the Institution.
- Consult with the University administration on developing a transparent process for long term strategic planning.
- Provide the University administration with input to all strategic planning initiatives that the administration should refer to the Committee for review.
- Identify and bring to the attention of the Academic Senate various long-range, strategic issues, decisions and challenges that should be addressed in furthering the University's missions and positioning the University to be responsive to the demands of a changing and competitive environment.
- The Committee shall perform the functions assigned to it by applicable provisions of Policy 6-313 (Terminations and Program Discontinuance–Declaration of Financial Exigency).