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## DOC 2008-04 University Nominating and Recruitment Committee

University of Dayton. Academic Senate. Executive Committee

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## Proposal to the Academic Senate

<b>Title:</b>	University Nominating & Recruitment Committee
<b>Submitted By:</b>	Executive Committee of the Academic Senate
<b>Date:</b>	April 24, 2009
<b>Action:</b>	Legislative Authority
<b>Reference:</b>	Art. II. B. 1.c

See also the attached spreadsheet of committees.

### *Background*

Historically, the list of University committees and councils was published annually in the Campus Report, at least until 1998. At this time the Committee on Committees was identified as under the purview of the Office of the President. Sometime after that date and for reasons not completely clear, the Campus Report ceased to report this information. Sometime in 2002-3 the ECAS voted to assume responsibility for the oversight of the functions previously performed by this committee. Furthermore, the list of these University committees and their membership, previously listed in the Campus Report, would now be added to the Academic Senate website.

In fact, whatever oversight that has been performed has been done by the Office of the Provost. Some committees, and their membership, have been continuously updated and their membership kept up to date. Other committees, particularly some under the purview of the Academic Senate, have been dormant, and their functions performed by committees initiated by, and reporting to the Office of the Provost. This situation has led to a certain level of confusion that needs to be clarified.

### *Purpose*

The intention of the effort described here is to reconstitute the Committee on Committees, and assert the role of the Academic Senate, especially the ECAS, as the sentinel of this very important function. It is recommended that this new committee, under a name more accurate, descriptive and demanding of respect, be given the following charges:

- The first Committee will develop a procedure for staffing itself, as well as a proposal for the length and rotation of terms. They will submit this to ECAS by

October 7<sup>th</sup> so that it can be placed on the agenda for the October Senate meeting;

- Generate a pool of appropriate candidates available to the University community for open appointment to the various committees, including those that report to the Academic Senate, the Provost, Vice Presidents, and as requested by the Board of Trustees;
- Develop a recruiting methodology that encourages and ensures broad participation from diverse candidates in the University community and representation from all units, i.e. the College, the Schools of Business Administration, Education and Allied Professions, Engineering, and Law, and the Library.
- Communicate the availability of the candidate pool to the offices and committees seeking members and to the University at large;
- Consult with the Provost's office in reviewing committee composition, membership requirements, and vacancies; and
- Provide oversight and serve as a clearinghouse for committee membership requirements to the University community.
- The chair of the committee will report any problems and recommended changes to this document, as well as the committee's achievements, to the Senate at its April 2010 meeting.

The name of this committee should be *University Nominating & Recruitment Committee* and it will report to the Executive Committee of the Academic Senate. Membership is open to any interested stakeholder, and should include, at minimum, five people, including a student and a member of the Executive Committee of the Academic Senate (ECAS).

At least one member of the initial committee must be a member of ECAS, and ECAS will coordinate selection of the student representative with the student member of ECAS. ECAS will solicit volunteers and nominations for the remaining positions from the Academic Senate. In the event this process does not produce at least five members, then ECAS will seek to identify volunteers from outside the Academic Senate, attempting where possible to balance the committee's composition by unit, status and rank, and demographic characteristics.

This committee structure is not intended to alter the existing reporting structure of any committee; only those elements concerned with the staffing of the committees are of interest here. Finally, the above would apply to University Councils, Committees and Boards that report to the Provost and Vice-Presidents, except all committees affiliated with the Board of Trustees or the office of the President, which would be the responsibility of that office.

The Executive Committee recognizes that defining the scope and responsibilities of this reconstituted committee is not enough to guarantee committee success. We

respectfully suggest that the following actions also be taken in order to promote committee efforts:

1. That the Provost send a letter to the campus—and faculty in particular—emphasizing the merits of service, especially in light of the University’s Catholic and Marianist principles.
2. That online presence for campus committee information be enhanced; namely that all appropriate committees are identified, included, and committee information is up to date. It is also suggested that an online form be developed to collect recommendations and self-nominations to various committees.