

## **ACADEMIC SENATE COMMITTEES**

### **ACADEMIC DISHONESTY HEARING BOARD (ADHB)**

The Board hears cases of student academic misconduct.

*Frequency of meetings:* As needed (~ 3 - 6 hearings per quarter; 2 - 4 hours each).

*For more detailed information:* [Academic Dishonesty Hearing Board](#)

### **ACADEMIC FREEDOM (CAF)**

This Committee considers and reports on any issues related to academic freedom, particularly as they affect faculty.

*Frequency of meetings:* As needed (~ 1 to 2 a year); some work conducted by email.

*Other duties:* One member serves on the [University Committee on Academic Freedom](#) (UCAF).

*For more detailed information:* [Committee on Academic Freedom](#)

### **ACADEMIC INFORMATION TECHNOLOGY (CAIT)**

This Committee considers and reports on all matters concerning policies governing the development and management of information technology for instruction, research, and for the needs of the campus as a whole.

*Frequency of meetings:* As needed

*Other duties:* One member serves on the [University Committee on Information Technology & Telecommunication Policy](#) (ITTP). One member serves on the Next Generation Network Advisory Committee. Three of the nine members serve on the Technology Directions Committee.

*For more detailed information:* [Committee on Academic Information Technology](#)

### **ACADEMIC PERSONNEL (CAP)**

This Committee makes recommendations to the Chancellor and the Senior VCAA concerning appointments, promotions, and related matters; it confers with and advises the Administration and other agencies on general policy relating to academic personnel. Academic personnel files reviewed prior to meeting.

*Frequency of meetings:* Once a week (Thursday afternoon) except for 4-6 weeks at end of summer.

*Other duties:* One member serves on the [University Committee on Academic Personnel](#) (UCAP).

Chair has additional committee responsibilities and serves as a member of the [Senate Council](#), the [Senate-Administration Council](#), and the [Representative Assembly](#).

*For more detailed information:* [Committee on Academic Personnel](#)

### **CAP Advisory Committee on Arts**

This Committee reviews files of Arts faculty submitted to CAP to assess creative efforts and contributions.

*Frequency of meetings:* As needed (~ 8 to 10 a year).

### **ADMISSIONS (COA)**

This Committee considers and reports on matters involving undergraduate admissions.

*Frequency of meetings:* Monthly (2 hour meetings).

*Other duties:* One Senate member serves on the [University Board of Admissions and Relations with School](#) (BOARS).

Chair serves as a member of the [Senate Council](#), the [Senate-Administration Council](#), the [Representative Assembly](#), and the Enrollment Planning Committee.

*For more detailed information:* [Committee on Admissions](#)

### **AFFIRMATIVE ACTION & DIVERSITY (CAAD)**

This Committee considers and advises the Administration and the Academic Senate on policies and related matters governing affirmative action and diversity for academic personnel and academic and student programs. Recommends recipients of Faculty Career Development Program awards.

*Frequency of meetings:* Quarterly/as needed (1.5 to 2 hour meetings).

*Other duties:* One Senate member serves on the [University Committee on Affirmative Action & Diversity](#) (UCAAD), and one Senate member serves on the Student Affirmative Action Committee. Chair serves as a member of the [Senate Council](#), the [Senate-Administration Council](#), the [Representative Assembly](#), and the [Diversity Council](#).

*For more detailed information:* [Committee on Affirmative Action & Diversity](#)

**CAMPUS & COMMUNITY ENVIRONMENT (CCCE)**

This committee studies and makes recommendations regarding the development and utilization of buildings, land, transportation, and parking facilities on the campus and in the general vicinity of the campus.

*Frequency of meetings:* Monthly (2 hour meetings).

*Other duties:* The Chair serves as co-chair and the Senate members serve as members and alternates on the Chancellor's Campus/Community Planning Committee. Chair and Senate members also serve on Building Advisory Committees. One member serves on the Transportation Policy Committee. Chair serves as a member of the [Senate Council](#), the [Senate-Administration Council](#), the [Representative Assembly](#), and the Design Review Board.

*For more detailed information:* [Committee for Campus & Community Environment](#)

**DISTINGUISHED TEACHING (CDT)**

This committee solicits nominations for distinguished teaching awards and presents nominations for recipients of teaching awards to the Representative Assembly for approval; it considers general policies that will enlarge the possibilities for distinguished teaching and consider ways to improve the quality of instruction, including methods of evaluation.

*Frequency of meetings:* As needed (~ 2 to 3 a year).

*Other duties:* Chair presents nominations for recipients of research awards to the Representative Assembly for approval and introduces recipients at the Distinguished Teaching Awards Ceremony.

*For more detailed information:* [Committee on Distinguished Teaching](#)

**EDUCATIONAL POLICY & COURSES (CEP)**

This committee makes recommendations to the Division concerning all matters of educational policy (e.g., grading policy, exams, academic honesty, general education requirements); it approves undergraduate programs and college plans; it establishes policies and procedures related to undergraduate and graduate education; it may suspend or withdraw approval of undergraduate courses and University Extension courses which carry UCSD undergraduate degree credit; it supervises the Division's endorsement of publications dealing with educational matters; and it conducts periodic reviews of existing undergraduate programs.

*Frequency of meetings:* Monthly during the academic year (3 1/2 hour meetings).

*Other duties:* One Senate member serves on the [University Committee on Educational Policy](#) (UCEP). Senate members serve on Undergraduate Program Review Subcommittees. Chair serves as a member of the [Senate Council](#), the [Senate-Administration Council](#), the [Representative Assembly](#), the Enrollment Planning Committee, and the Program Review Committee.

*For more detailed information:* [Committee on Educational Policy & Courses](#)

**CEP Subcommittee on Appeals for Accommodation of Students with Disabilities**

This subcommittee considers appeals regarding appropriate academic accommodation for students with disabilities, in accordance with the Policy on Students with Disabilities and Steps for Accommodation.

*Frequency of meetings:* As needed.

*Other duties:* Chair serves as a member of the Committee on Educational Policy & Courses.

*For more detailed information:* [CEP Subcommittee Accommodation of Students with Disabilities](#)

**CEP Subcommittee on Grade Appeals**

This subcommittee considers allegations concerning grades assigned on the basis of non-academic criteria.

*Frequency of meetings:* As needed.

*Other duties:* Chair serves as a member of the Committee on Educational Policy & Courses.

*For more detailed information:* [CEP Subcommittee on Grade Appeals](#)

**CEP Subcommittee on Subject A Appeals**

This subcommittee considers appeals from students who have not satisfied the UC Entry Level Writing Requirement (formerly known as Subject A), in accordance with the policy approved by the Committee on Educational Policy and the Committee on Preparatory Education.

*Frequency of meetings:* As needed (once a quarter).

*Other duties:* Chair serves as a member of the Committee on Educational Policy & Courses.

*For more detailed information:* [CEP Subcommittee on Subject A Appeals](#)

**CEP Subcommittee on Undergraduate Courses**

This subcommittee grants final approval of proposed new undergraduate courses and proposed modifications of undergraduate courses.

*Frequency of meetings:* Typically twice a month during academic year.

*Other duties:* Chair serves as a member of the Committee on Educational Policy & Courses.

*For more detailed information:* [CEP Subcommittee on Undergraduate Courses](#)

**EXTENDED STUDIES & PUBLIC SERVICE (CESPS)**

This committee advises the Chancellor and the Administration on the functional, educational, budgetary, and personnel policies of University Extension; on matters concerning Summer Session (e.g., educational policies, resource issues, etc.); and advises on special interest educational programs, low-power television station, and public service programs.

*Frequency of meetings:* Quarterly/as needed.

*For more detailed information:* [Committee on Extended Studies & Public Service](#)

**FACULTY ADVISORY BOARD, ACADEMIC INTERNSHIP PROGRAM (FAB-AIP)**

This committee advises the Provost of Earl Warren College on issues concerned with the Academic Internship Program; it reviews student papers submitted for internships of more than 4 units.

*Frequency of meetings:* As needed (~ 1 to 2 a quarter).

*For more detailed information:* [Faculty Advisory Board for Academic Internship Program](#)

**FACULTY RESEARCH LECTURER (CFRL)**

This committee nominates two faculty members to receive the Faculty Research Lecturer award (based on a record of distinguished research) and to deliver a lecture.

*Frequency of meetings:* As needed (~ 1 to 3 a year).

*Other duties:* Chair presents nominations for recipients of research awards to the Representative Assembly for approval and introduces recipients at the Faculty Research Lectures.

*For more detailed information:* [Committee for Faculty Research Lecturer](#)

**FACULTY WELFARE (CFW)**

This committee considers matters concerned with the economic welfare of the faculty, such as salaries, benefits, insurance, retirement, housing, and conditions of employment.

*Frequency of meetings:* Once a month during academic year (2 hour meetings).

*Other duties:* One member serves as the Divisional representative to the [University Committee on Faculty Welfare](#) (UCFW). Remaining Senate members are called upon to serve as the Committee's representative to the Child Care Oversight Committee, the Faculty & Staff Assistance Program Advisory Committee, Health and Safety Coordinating Council, and the Transportation Policy Advisory Committee. Chair serves as a member of the [Senate Council](#), the [Senate-Administration Council](#), and the [Representative Assembly](#).

*For more detailed information:* [Committee on Faculty Welfare](#)

**Committee on Faculty Welfare Subcommittee on Health Care**

This subcommittee considers matters concerned with faculty health care and monitors the introduction, implementation, and effectiveness of all health plans offered on the campus.

*Frequency of meetings:* As needed.

*Other duties:* Chair serves as a member of the Committee on Faculty Welfare.

*For more detailed information:* [Faculty Welfare Subcommittee on Health Care Issues](#)

**GRADUATE COUNCIL (GC)**

This committee considers and recommends approval of new graduate programs; it approves proposals for new graduate courses and modifications of existing graduate courses; it establishes policy and procedures related to graduate education; and it conducts regular reviews of current graduate programs.

*Frequency of meetings:* Monthly during the academic year (3 hour meetings).

*Other duties:* One member serves as the Divisional representative to the [University Coordinating Committee on Graduate Affairs of the Academic Senate](#) (CCGA). Chair serves as a member of the [Senate Council](#), the [Senate-Administration Council](#), the [Representative Assembly](#), and the Program Review Committee.

*For more detailed information:* [Graduate Council](#)

**INTERNATIONAL EDUCATION (CIE)**

This committee considers all matters concerned with the Education Abroad Program and in all aspects of international education and exchange.

*Frequency of meetings:* Quarterly (1½ - 2 hour meetings).

*Other duties:* One member serves as the Divisional representative to the [University Committee on International Education](#) (UCIE).

*For more detailed information:* [Committee on International Education](#)

### **LIBRARY (COL)**

This committee provides liaison between the faculty and the Library administration in all matters of Library policy, and it advises the Administration regarding the administration of the Library.

*Frequency of meetings:* Quarterly (2 hour meetings).

*Other duties:* One member serves as the Divisional representative to the [University Committee on Library & Scholarly Communication](#) (UCOLASC).

*For more detailed information:* [Library Committee](#)

### **PLANNING & BUDGET (CP&B)**

This committee confers with and advises the Administration and the Academic Senate on planning, budget, and resource allocations.

*Frequency of meetings:* Monthly during the academic year (2 hour meetings).

*Other duties:* One Senate member serves as chair of the Committee on Planning and Budget Subcommittee on Campus Budget and one member serves as the Divisional representative to the [University Committee on Planning and Budget](#) (UCPB). One member serves on the Next Generation Network Advisory Committee. One member serves on the Transportation Policy Advisory Committee. Chair serves as a member of the [Senate Council](#), the [Senate-Administration Council](#), the [Representative Assembly](#), the Enrollment Planning Committee, the Program Review Committee, and the Chancellor's Budget Committee.

*For more detailed information:* [Committee on Planning & Budget](#)

### **Planning & Budget Subcommittee on Campus Budget**

This subcommittee develops a substantive, long-term understanding of the campus budget and budget-setting processes and reports to the Committee on Planning and Budget.

*Frequency of meetings:* As needed.

### **PREPARATORY EDUCATION (COPE)**

This committee monitors academic aspects of preparatory and remedial education and supervises the implementation of the Entry Level Writing Requirement (formerly known as the Subject A); initiates proposals for establishment and conducts periodic reviews, evaluation and termination of preparatory and remedial education. *Frequency of meetings:* Approximately 1 to 2 a quarter (2 hour meetings).

*Other duties:* One member serves as the Divisional representative to the [University Committee on Preparatory Education](#) (UCOPE).

*For more detailed information:* [Committee on Preparatory Education](#)

### **PRIVILEGE & TENURE (CP&T)**

This committee considers complaints from Senate members regarding infringement or violation of privileges or tenure; it considers allegations of faculty misconduct filed by the Administration; and it advises the Chancellor and the Academic Senate on general policies involving the privilege or tenure of Senate members.

*Frequency of meetings:* As needed.

*Other duties:* Chair and Senate members have additional committee responsibilities. One member serves as the Divisional representative to the [University Committee on Privilege & Tenure](#) (UCPT). Chair serves as a member of the [Senate Council](#), the [Senate-Administration Council](#), and the [Representative Assembly](#).

*For more detailed information:* [Committee on Privilege & Tenure](#)

### **RESEARCH (COR)**

This committee considers matters related to organized research activities.

*Frequency of meetings:* monthly during academic year.

*Other duties:* Chair and Senate members have additional committee responsibilities. One member serves as the Divisional representative to the [University Committee on Research Policy](#) (UCORP). Chair serves as a member of the [Senate Council](#), the [Senate-Administration Council](#), and the [Representative Assembly](#).

*For more detailed information:* [Committee on Research](#)

**GENERAL CAMPUS SUBCOMMITTEE ON RESEARCH**

This committee fields general campus applications and allocates funding to Senate members for the support of research, bridge, and travel to attend scholarly meetings.

*Frequency of meetings:* quarterly.

*Other duties:* Chair and Vice Chair serve as regular members of the Committee on Research.

*For more detailed information:* [General Campus Subcommittee of the Committee on Research](#)

**MARINE SCIENCES SUBCOMMITTEE ON RESEARCH**

This committee fields marine sciences applications and allocates funding to Senate members for the support of research, bridge, and travel to attend scholarly meetings.

*Frequency of meetings:* quarterly.

*Other duties:* Chair serves as a regular member of the Committee on Research.

*For more detailed information:* [Marine Science Subcommittee of the Committee on Research](#)

**HEALTH SCIENCES SUBCOMMITTEE ON RESEARCH**

This committee fields health sciences applications and allocates funding to Senate members for the support of research, bridge, and travel to attend scholarly meetings.

*Frequency of meetings:* quarterly.

*Other duties:* Chair serves as a regular member of the Committee on Research.

*For more detailed information:* [Health Sciences Subcommittee of the Committee on Research](#)

**RULES & JURISDICTION (CR&J)**

This committee reviews legislation proposed for adoption by the Division with a view to determining whether such legislation conflicts with existing Academic Senate Bylaws and Regulations and advises regarding the scope and jurisdiction of the Academic Senate.

*Frequency of meetings:* As needed; some business conducted by email.

*Other duties:* One member may serve as the Divisional representative to the [University Committee on Rules & Jurisdiction \(UCRJ\)](#).

*For more detailed information:* [Committee Rules and Jurisdiction](#).

**UNDERGRADUATE SCHOLARSHIPS & HONORS (CUSH)**

This committee recommends the awarding of undergraduate scholarships and competitive awards and establishes minimum standards for undergraduate honors.

*Frequency of meetings:* As needed (~ 2 to 3 a year; heavy time commitment in Winter or Spring).

*For more detailed information:* [Undergraduate Scholarships & Honors](#)