

The ad-hoc Bylaws Review Committee recommends the following action item for consideration by the Faculty:

**Renaming the Agenda Council and Updating its Description**

*Current situation:*

Article III, Section 4:

The Agenda Council shall consist of the President, the Secretary, four faculty members elected at large, and the Dean of the School of Liberal Arts.

Section 4.a.

The Agenda Council may receive from all Faculty members items for the Agenda and shall determine the Agenda for all meetings of the Faculty Assembly. If any member of the Assembly obtains the signatures of 15 percent of the members of the Assembly in support of a particular item, then upon submission of this item to the Agenda Council, it must be placed on the Agenda of the next scheduled meeting of the Assembly.

Section 4.b.

The Agenda Council shall appoint all committees of the Faculty (as prescribed in Article IV, Sec. 2) except where otherwise designated.

Section 4.c.

The Agenda Council shall carry out the decision of the Faculty under the General policies or specific directives established by the Faculty Assembly, and shall transmit the decisions of the Faculty to the appropriate unit for implementation.

Section 4.d.

The Dean may consult the Agenda Council as representatives of the Faculty on matters affecting the Faculty and School when it is not practical to consult the full Faculty Assembly.”

*Proposal:*

The Agenda Council will be renamed the Executive Committee. This name change will be reflected throughout the Bylaws. Additionally, ‘Vice-President’ will be added to the description in Article IV, Section 4:

The Executive Committee shall consist of the President, Vice-President, Secretary, four faculty members elected at large, and the Dean of the School of Liberal Arts.

An additional subsection will indicate that the Executive Committee will recommend charges to Faculty Assembly Committees:

Section 4.e.

With input from the Faculty, the Executive Committee will discuss and recommend charges to Faculty Assembly Committees, which, in part, shall be based on Committee reports from the previous year(s).

*Rationale:*

The current name “Agenda Council” does not accurately reflect the scope of duties of Council members; “agenda” seems to indicate that Agenda Council is primarily a scheduling committee. After benchmarking committees with similar charges at other institutions, the By-laws Committee found that the most commonly names are: “Steering Committee” and “Executive Committee.” After discussing the name change at the March 29, 2019, town hall meeting in CA 508, all participants agreed on a name change with the majority preferring “Executive Committee.” The addition of “Vice-President” to list of Agenda Council members in the preamble to Sec. 4 reflects recent approved changes in Assembly leadership structure. The addition of Sec. 4.e. codifies Council duties beyond the perceived focus on scheduling. Further, this change formalizes what is already being done, while clarifying the important role of committee reports in establishing committee charges with a view to year-to-year task continuity.