3.3.2. Functions and Procedures of the Executive Committee

3.3.2.1. The Executive Committee shall meet periodically with the President and Provost for an exchange of information and views on University policy.

3.3.2.2. The Executive Committee shall act on behalf of Academic Council when, in the judgment of a majority of the membership of the committee, action is needed before Academic Council can be called in session. Such sessions shall be chaired by the President, or, in the event of his or her absence, by the Provost or designee. Actions taken under this article shall be reported to Academic Council as information items and are subject to review by Academic Council. Meetings under this article shall be called by the President, in consultation with the Executive Committee or a sub-committee of Executive Committee designated to act on matters of agenda.

3.3.2.3. The faculty members of the Executive Committee shall act on behalf of Faculty Council when, in the judgment of a majority of those members, action is needed before Faculty Council can be called in session. Such sessions shall be chaired by the President or, in his or her absence, the Provost. Such meetings may be called by the faculty members of the Executive Committee, or by the President or, in his or her absence, the Provost, in consultation with the faculty members of the Executive Committee. Decisions taken under this article shall be reported to Faculty Council as information items and are subject to review by Faculty Council.

3.3.2.4. The Executive committee shall advise the Provost regarding the appropriate Faculty governance bodies and academic governance bodies, if any, to consult on proposals for creation, merger, or abolition of basic academic units to include departments, schools, institutes, colleges, and the Graduate School.

3.3.2.5. The Executive Committee shall act as an agency through which individual faculty or students, or faculty or student groups and organizations, may initiate action in academic governance.

3.3.2.5.1. The Executive Committee shall, where appropriate, refer matters brought to it to councils or committees for consideration.
3.3.2.5.2. When an issue is referred to more than one standing committee for consideration, one standing committee shall be designated the “lead committee” and will be responsible for any report on the issue.

3.3.2.6. The Executive Committee, in consultation with the President or Provost, shall prepare the agenda for meetings of the Academic Council. Before each meeting of the Academic Council, the Executive Committee, or a sub-committee designated for matters of agenda, shall hold a duly-announced open meeting at which suggestions for agenda items will be heard.

3.3.2.7. The faculty members of the Executive Committee, or a sub-committee designated for matters of agenda, shall, in consultation with the President or Provost, prepare the agenda for meetings of the Faculty Council and the Academic Senate. Before any meeting of those bodies, the Executive Committee will hold a duly-announced open meeting at which suggestions for agenda items will be heard.

3.3.2.8. The Executive Committee shall report to Academic Council.