

# Senate Committee Functions and Workload

Committee	Committee Function	Peak Workload	Membership	Officers	Meeting
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Ex officio: The Parliamentarian of the Senate

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			Ex Officio: Dean of Libraries; CIO Elected: 7 Faculty members & 1 At-Large member  2 UG students appointed by SGA 1 Grad student appointed by GSA 1 Staff member may be elected		
Student Affairs Committee	The Senate Committee on Student Affairs shall review/be consulted on all matters pertaining to non-instructional policies and issues concerning student affairs, such as housing, dining, health services, disciplinary matters, and the co-curricular programs of the university.	Continuous Workload	Ex officio: Associate Dean for Research 1 Faculty senator elected per college 1 Faculty senator from University Services (Graduate School and Research and School of Cont Ed cannot serve)  3 UG students appointed by SGA 1 Grad student appointed by GSA Ex officio: Vice President of Student Affairs; Executive Director of Student Co-op 10 elected Faculty senators and 1 At-Large senator 1 Staff member may be elected 12 UG students appointed by SGA 2 Grad students appointed by GSA	Chair, Vice-Chair, and Secretary shall be elected by the Committee from its membership.	Committee meets once per month on a Tuesday (usually the week after the senate meeting) from 3:15-5:00 p.m.
University Development and Finance Committee	The area of responsibility of the Committee shall be policies and issues pertaining to University development and planning, including the design, placement, and proper function of facilities; the efficient utilization of space; the maintenance and care of buildings and grounds; safety and security; and general improvement of the campus. In addition, the Committee shall advise the Senate on matters relating to the University capital and operating budgets.	Work is evenly distributed across the year. Important work is done in the fall semester in approving Capital Budget and Proposed Spending Plan	Ex officio: Assoc. V.P for Finance; V.P for Finance and Administration Elected: 7 Faculty senators; 1 At-Large senator 2 UG students appointed by SGA 1 Grad student appointed by GSA 1 Staff senator may be elected	Chair, Vice-Chair, and Secretary shall be elected by the Committee from its membership. Traditionally a student serves as the vice-chair.	Meets on the Tuesday following Senate.

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<p style="text-align: center;">Non-credit Instruction Committee</p>	<p>The Committee shall oversee non-credit instruction and activities sponsored by the university and advise administrators and administrative offices responsible for non-credit instruction and activities. The Committee shall formulate policy</p>		<p>Elected: 1 Dean elected from Senate            1 Administrative member elected from Senate            1 Administrative senator appointed by President            1 Faculty senator per college            1 Faculty senator from University Services            2 UG students appointed by SGA            1 Grad student appointed by GSA            Ex officio: The Assoc. Provost for Academic Programs            Elected: 4 Faculty senators            Elected: 1 Administrator/manager shall be elected from the Senate            No Students may serve            1 Staff senator may be elected</p>		<p>Once in Fall and 3 - 4 times in Spring.</p>

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