

IV. Executive Committee

Section 1. Organization

a. The Executive Committee shall consist of fourteen (14) members including the Assembly Chair who chairs the Executive Committee, the Assembly Vice Chair, the Assembly Secretary; four (4) teaching faculty with one from each college plus one at-large member elected from the teaching faculty as a whole, two (2) administrative faculty, two (2) classified staff, and two (2) students. The University President shall serve ex officio without vote. Faculty members shall be elected by the Assembly; classified staff members shall be elected by the classified staff; and the student members shall be appointed by the recognized student government. The University President's Office shall provide staff support to the Executive Committee. A quorum shall consist of a majority of the members of the committee. Members assume their duties at the start of the new academic year following their election.

b. Non-student members shall be elected for two-year terms in alternating years. Student members are appointed for one-year terms.

(Rev. 4/2006)

Section 2. Duties and Responsibilities

a. To carry out any function delegated by the Assembly.

b. To prepare agendas and call meetings of the Assembly.

c. To request reports and information for the Assembly.

d. To receive and coordinate reports and recommendations for action by the Assembly.

e. To apprise appropriate committees of the Assembly of any matters the Executive Committee considers worthy of deliberation.

f. To remove any chair or members of an Assembly committee for inaction.

g. To serve as an advisory board to the President of the University. The advisory role of the Executive Committee may be initiated by either the President or the Assembly Chair.

[Responsible for Accuracy: [Assembly Secretary](#)-- Last Verified: 4/2006]