

# PROPOSAL

*Name: Sub-Council on University Governance Organizations*

*Membership:*

- *Sub-Council Chair will be appointed by the University President*
- *President or President's Designee from:*
  - *Council of Chairs*
  - *Faculty Senate*
  - *Staff Senate*
  - *Student Government Association*

❖ *Staffed by Provost's Office*

*Purpose:*

*This Sub-Council serves as a clearing house for directing and facilitating the activities of committees to support open communication and shared governance activities at ETSU with responsibilities to:*

- *Conduct biennial reviews of all committees to assure that each is functioning as defined by its individual charge and that redundancies are avoided*
- *Establish and enforce standards, guidelines, and procedures of committee administration, reviewed biennially to assure compliance and relevance to the work of the committees and the institution.*
- *Determine the procedures and responsibilities for identifying committee membership, monitoring terms of appointment, soliciting members as needed from the various constituent groups*
- *Provide training for committee chairs*
- *Assure accountability of committees by establishing a repository for minutes and annual reports and a process for reporting the work of the committees to the University Council*

- *Act as a liaison to the University Council for motions from committees for endorsement and/or approval by the University Council*
- *Act as a liaison to the University Council to recommend restructuring and/or dissolution of governance organizations as deemed appropriate and in the best interest of ETSU; this would not pertain to any governance organization representing a major constituency and having an established constitution and bylaws.*
- *Maintain a web site on committees and governance*
- *Assist University Council as needed to address issues related to governance*