

**UNIVERSITY COMMITTEE ON COMMITTEES (UCOC)
ANNUAL REPORT 2002-2003**

TO THE ASSEMBLY OF THE ACADEMIC SENATE:

The University Committee on Committees (UCOC) has been charged in Academic Senate Bylaw 150 to "appoint the Chairs and where specified in the Bylaws, the Vice Chairs and all appointed members of all other Senate committees that report to the Assembly." This includes 16 of the 18 Senate committees with the exception of Academic Council and UCOC. The Assembly elects the Chair and Vice Chair of the Academic Council, who also serve as Chair and Vice Chair of the Assembly. UCOC nominates two members at-large to the Assembly, out of which its own Chair is appointed.

To fulfill its charge, UCOC held three meetings in Academic Year 2002-03: December 6, 2002, and February 10 and March 21, 2003. Members also conducted a significant amount of committee work by electronic means.

ACADEMIC SENATE COMMITTEE APPOINTMENTS

Before turning its attention to 2003-04 membership, UCOC began the year by identifying candidates for unfilled 2002-03 committee positions, including Chairs for UCAF and UCOL and an at-large member for UCR&J. UCOC established goals for 2003-04 appointments, including the achievement of a diverse overall balance within committees with respect to discipline and geographical representation. Each UCOC member agreed to act as a liaison to two committees and to initiate personal contact with each of their assigned Chairs, Vice-Chairs and committee members to identify significant issues and obtain input on potential new Chairs and Vice-Chairs.

Members reported on their interactions with Chair and Vice-Chairs in meetings and over email until a slate of candidates was developed. Members discussed all nominations, voted and contacted the selected candidates after determining their willingness to serve. UCOC was able to successfully complete systemwide appointments ahead of schedule, and a completed slate of Committee Chairs and Vice-Chairs was presented to the Academic Assembly on May 28, 2003.

In addition to appointing Chairs and Vice Chairs to systemwide committees, UCOC is responsible for appointing members of the Editorial Committee. In 2002-03, the Editorial Committee had four vacant slots and also faced turnover of both its Northern and Southern Co-Chairs. Members agreed to extend the term of the Southern Co-Chair by one year in order to reinstate a cycle of rotating only one new Co-Chair per year. In consultation with the Editorial Committee Co-Chairs and UC Press Director, members worked with their Divisional Committees

to identify candidates with the requested disciplines to fill the Editorial Committee vacancies.

It is also the responsibility of divisional COC members to appoint representatives to the systemwide committees. It was agreed that UCOC members would work with their divisions to identify candidates for these appointments by considering relevant experience and confirming the candidates' commitment and willingness to serve a full term.

OTHER BUSINESS

Bylaw Changes

In March, members reviewed the work of an ad hoc committee assigned to review and revise Academic Senate Bylaws. Proposed changes included increased uniformity in the structure of bylaws across committees so that all committees represented on Council would have at-large Chairs and Vice-Chairs, and committees not represented on Council would all have at-large Chairs and Vice-Chairs who are also divisional representatives. UCOC supported these changes.

Members also discussed a bylaw change proposal that originated with UCOC in 2001-02, which would exclude faculty with ranks above Department Chair from service on systemwide committees. Members agreed to base this new Bylaw on language in the 01-02 UCOC Annual Report. The bylaw states that it is not appropriate to appoint faculty who hold administrative titles above department chair to positions on Universitywide committees because of potential conflict of interest, or the appearance of a conflict of interest inherent in this kind of appointment.

Subcommittees

Members were asked to consider the growing role of Subcommittees in Senate affairs and what the UCOC's role might or should be in overseeing membership to these bodies. Choosing Subcommittee members is beyond the purview of UCOC, but the committee decided it might have a role in educating Chairs that subcommittee members serve at the discretion of the Chair, that subcommittees are technically dissolved at the end of the year and should be reconvened with each new academic year. UCOC considered asking for formal statements from Chairs describing the terms of Subcommittee membership, explaining why it was convened or reconvened and why members were chosen.

Finally, UCOC members were consulted and updated on Academic Council business and office procedures as needed by Academic Council Chair Gayle Binion, Academic Council Vice-Chair Lawrence Pitts and Executive Director Maria Bertero-Barceló.

Respectfully submitted,

Neal Garrett, Chair

2002-2003 UCOC Membership:

Neal Garrett, Chair	(UCLA)
Jessica Utts, Vice Chair	(UCD)
Roger Bourland (fall) / Todd Franke (spring)	(UCLA)
Richard S. Brown	(UCI)
Julie Carlson	(UCSB)
Pam Den Besten	(UCSF)
Roger Falcone	(UCB)
Theodore Groves	(UCSD)
John Isbister	(UCSC)
Marion Miller	(UCD)
Albert Stralka	(UCR)
Gayle Binion, <i>Ex officio</i> member, Academic Council Chair	
Lawrence Pitts, <i>Ex officio</i> member, Academic Council Vice Chair	

Committee staff:

María Bertero-Barceló, Executive Director, Academic Council
Michael LaBriola, Committee Analyst