Establishment and Regulation of Standing and Special Committees

(Addendum to Chapter 5)

101  5.70  General Provisions.

102  5.701 Establishment and Regulation of Standing Committees. As provided in 6.02 (3), the University Faculty-Milwaukee may create, modify, and dissolve standing committees and regulate the operation of such committees. Except as specifically modified herein, applicable provisions of 5.01-5.20 and Robert's Rules of Order are binding on standing committees of the Faculty.

112  5.7011 Changes in Faculty Standing Committee Structure. Proposals for the creation of additional standing committees or changes in established committees are editorially reviewed by the Codification Committee for clarity and consistency with Faculty rules, prior to their inclusion in Calendars for consideration at meetings of the Faculty. With the advice and consent of the Codification Committee, the Secretary of the Faculty is authorized to revise editorially existing committee regulations to accommodate changes in title and other modifications in University organization.

126  5.7012 Standing Committee Membership-Eligibility.

127  (1) A Faculty committee which is to advise, consider policy for, or direct any
activity of the University of Wisconsin -  
Milwaukee shall not have among its voting members any member of the administrative staff of that activity. 

(2) Ex-officio members of the Faculty committees may participate by voice but not by vote and may hold committee office other than chairman. 

(3) Committees may designate non-voting consultant members from the academic staff.

5.7013 **Standing Committee Membership-Terms**. 

(1) Unless otherwise provided, the terms of office for all appointed and elected members of Faculty committees are for three years on a staggered basis. 

(2) Following procedures established for the Nominations and Elections Committee, regular vacancies in Faculty committees are filled each May. In decisive cases, ties in elections are decided by a device of chance, under supervision of the Secretary of the Faculty. Within one week after announcement of the annual election results (and notification of completion of committee appointments by the Chancellor, where applicable), the nominee who has received the highest vote for each committee shall call an organizational meeting for the ensuing committee year. 

(3) A vacancy in an elective committee position is filled by the available nominee who
had the next highest number of votes, and he shall serve for the balance of the term unless the elected member returns earlier. If there is no available nominee, the vacancy is filled by the University Committee-Milwaukee. A vacancy in an appointive committee is filled by the Chancellor under the same conditions.

5.7014 Organization of Standing Committees.

(1) Unless otherwise provided, each committee selects its own chairman, secretary and such other officers as it deems appropriate.

(2) Officers are elected for one-year terms.

(3) For committees composed exclusively of appointed members, the responsibility for convening the organizational meeting is designated by the Chancellor.

5.7015 Quorum.

A quorum of one-half of the voting members is required for the transaction of business at meetings of Faculty committees.

5.7016 Reports and Minutes of Standing Committees.

Except as otherwise provided, each committee shall keep minutes of its meetings and file same with the Secretary of the Faculty. Annually or oftener, each committee shall report to the Faculty.

SPECIAL COMMITTEES 5.702 Establishment and Regulation of Special Committees. As provided in 6.02 (3), the Uni-
versity Faculty-Milwaukee may create special committees to perform specific tasks of limited nature and duration. Proposals for the establishment, modification, or dissolution of special committees are editorially reviewed by the Codification Committee as indicated in 5.709. When a special Committee has completed its charge, and its final report and/or recommendation(s) have received Faculty action, the committee ceases to exist. The Faculty may, however, vote to delegate additional responsibility to a special committee or to re-refer a matter to it. In this event, the committee continues until its additional assignment is completed and final Faculty action is taken or until the committee is dissolved by the Faculty. Unless specifically modified by the Faculty in a given case, applicable provisions of Faculty rules and Robert's Rules of Order are binding on the organization and operation of special committees.

5.7021 Changes in Faculty Special Committee Structure

(1) Proposals for the creation of special committees or changes in Faculty legislation affecting established temporary committees are editorially reviewed by the Codification Committee for adherence to the following legislative criteria, prior to their inclusion in Calendars for consideration.

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at meetings of the Faculty.

(a) Unless otherwise provided, the role of
the Nominations and Elections Committee is
the same as is provided for standing com-
mittees.

(b) Composition is specified as a fixed
number either of designated, elected,
appointed, or ex-officio (without vote,
unless otherwise expressly provided); or
mixed numbers of two or more of the fore-
going categories of membership. The Faculty
provides for an effective date for the
selection of members.

(c) Chairmanship is specified as designated,
appointed, or elected by and from the mem-
ers. Unless otherwise provided, the Sec-
retary of the Faculty is responsible for
convening the initial organizational meet-
ing of a special committee, or to ascertain
that such meeting will be convened.

(d) Operational procedures, jurisdiction,
and deadline for report of the committee
are specified where feasible.

(e) Unless intended and specified by Faculty
action, jurisdictional overlap with exist-
ing standing and special committees of the
Faculty is not permitted.

(f) Structure and wording of proposals to
create special committees must conform to
current codification practice.
(2) When the Faculty adopts a procedural motion to refer a substantive calendar matter to a new special committee or otherwise creates a special committee not proposed on the Calendar, the Codification Committee editorially reviews the special committees charge and composition for adherence to the foregoing legislative criteria. Subject to confirmation and modification by the Faculty at its next regular meeting, the Codification Committee has the responsibility to review and the tentative authority to revise the legislation creating the special committee. Within two weeks of the initial action by the Faculty in creating the special committee, the Codification Committee reports its review and revision action to the Secretary of the Faculty. Following notification of the action of the Codification Committee, the Secretary of the Faculty issues a call for convening of the newly created special committee as an interim body pending conclusive action by the Faculty.