STANDING COMMITTEES OF THE COLLEGE OF LETTERS AND SCIENCE

- COURSES OF INSTRUCTION (7 members). Studies and makes recommendations on requests for 1) approval of new courses, 2) changes in existing courses, 3) cancellation of existing courses. Considers other course-related matters referred to it by the Executive Committee.

- EDUCATIONAL POLICY (6 members). Studies and makes recommendations to the faculty on matters concerning educational policy and/or curriculum. On occasion, the Deans, the Chairperson, other committees, or individual faculty members may request the advice of this committee.

- HONORS (3 members). Supervises regulations concerning Honors for the College. Makes final recommendations concerning awarding of high and highest honors with the Bachelor’s Degree.

- INDIVIDUAL MAJORS (5 members). Reviews and, when appropriate, approves all petitions for individual majors in the college.

- LIBRARY (3 members). Advises the Librarian. Considers other library-related matters.

- NOMINATIONS AND ELECTIONS (3 members). Nominates candidates for the position of Vice-Chairperson of the Faculty.

- RULES AND JURISDICTION (3 members). Studies proposed amendments to the By-Laws of the Faculty to assure their consistency with existing College By-Laws and those of the Academic Senate.

- STUDY OF FOREIGN LANGUAGES (7 members). Promotes the study of foreign languages and makes recommendations on campus foreign language requirements and programs.

- TEACHING PROGRAM PLANNING AND REVIEW (7 members). Assists the Deans in planning the teaching programs of the College. Supervises the review of all College teaching programs using ad hoc committees when appropriate.

- STUDENT PETITIONS (4 members). (This is a subcommittee of the Executive Committee of the College). Studies and makes recommendations to the Executive Committee concerning the disposition of non-routine student requests. Provides policy guidelines to assist in the administration of College regulations.

- INTERDEPARTMENTAL PROGRAM COMMITTEES:
  African-American & African Studies; American Studies; Asian American Studies; Center for Comparative Research; Chicano Studies; Comparative Literature; Critical Theory; East Asian Studies; Economy, Justice, & Society; Film Studies; History & Philosophy of Science; Humanities; International Relations; Mathematical & Physical Sciences; Medieval Studies; Nature & Culture; Religious Studies; Social Sciences; Women’s Studies.
PART V. COMMITTEES

TITLE I. APPOINTMENT AND TENURE

10. (A) Standing committees, except as otherwise specifically provided in these Bylaws, shall be appointed each year at the last regular meeting of the Executive Committee. Standing committees not approved by the Executive Committee at that time shall be approved as early as possible. The term of service for members of standing committees shall be one year, extending from September 1 through the following August 31, or, in the case of approval by the Executive Committee after September 1, from the date of appointment through the following August 31. (Am. 11/14/60; 3/6/73; 6/4/08)

(B) Each standing committee shall report its recommendations for action to the Executive Committee. Each standing committee shall formulate standards and policies which will ensure uniformity and continuity in the fulfillment of its duties, such standards and policies to be subject to review by the College Assembly, after approval by the Executive Committee. (Am. 3/6/73)

(C) Each standing committee shall submit directly to the College Assembly an annual written report summarizing its activities. (Am. 3/6/73; 6/4/08)

(D) Any standing committee may report directly to the College Assembly at any time on any recommendation made to the Executive Committee upon which the Executive Committee has failed, after a reasonable time, to act or has taken action substantially at variance with the recommendation. Before such direct report to the College Assembly is made, a standing committee shall notify the Executive Committee in writing of its intention and include reasons therefor. (Am. 6/8/53; 1/5/55; 3/13/56; 3/6/73)

TITLE II. LIST OF STANDING COMMITTEES: THEIR POWERS AND DUTIES

11. Executive Committee. The Chair of the Faculty shall be Chair of an Executive Committee of six appointed members. Each member shall serve for a period of three years. The Vice-Chair shall annually submit to the College Assembly at its spring meeting the names of the candidates to replace members of the Executive Committee in their last year of service. The College Assembly shall confirm all appointments to three-year terms of service. The Chair shall make temporary appointments to replace those members, who because of sabbatical leaves or for
other reasons, are unable to serve. Such appointments shall be automatically
terminated at the time the regularly appointed member is able to resume service
or at the end of the regularly appointed member’s term, whichever is sooner.
Each Executive Committee shall elect its own Secretary from among appointed
members. The Vice-Chair of the Faculty shall be an ex officio (voting) member of
the committee. The Deans and Associate Deans of the College of Letters and
Science shall be ex officio, nonvoting members of the committee. (Am. 4/24/67;
3/6/73; 6/4/08)

(A) To this committee the Letters and Science portion of the courses of
instruction section of the annual General Catalog, and other University
publications used by the students in arranging their work, shall be
submitted before publication for such advice or suggestion as the
committee may offer to the committees or persons responsible for the
publications in question. The committee shall have general oversight of
the welfare of the students in the college and shall have power to bring
before the College Assembly any recommendations that the committee
may deem advisable. (Am. 3/6/73)

(B) Requirements for the majors, including prerequisites and limitations on
programs, and alternative electives, shall be submitted by the departments
to the Executive Committee of the College of Letters and Science for
approval, before publication and before they become effective.

(C) The Executive Committee shall be responsible for certifying completion of
graduation requirements to the Executive Council and for recommending
variances. The authority to certify completion may be delegated to the
Deans or Associate Deans of the college. The authority to recommend
variances may be delegated to the Subcommittee on Student Petitions.
(En. 6/6/83; 6/4/08)

(D) Group or interdepartmental majors may be set up by conference between
members of two or more departments or programs of the college subject
to the approval of the Executive Committee. The governing body for that
interdepartmental program shall be known as the Program Committee. It
shall number no fewer than five members nor more than ten. The
membership shall include all faculty members with regular appointments in
the program and such other faculty members as may be nominated by the
Program Director, after consultation with the Program Committee, if
established, subject to review by the Executive Committee of the college.
The Program Director, designated by the Dean in consultation with the
members of the Program Committee, if established, shall also serve as
chair of the Program Committee, unless the Program Committee chooses
to select another of its members for this responsibility. The Program
Committee shall be responsible for certifying to the proper authorities the
completion of graduation requirements in these programs. (Am. 6/6/83)
(E) Each Executive Committee shall appoint the other standing committees. Each Executive Committee may appoint special committees, from within and/or without its membership, to advise it concerning matters within its jurisdiction. In appointing committees, the Executive Committee shall designate the Chair thereof. The Executive Committee shall determine policies for the replacement of committee members who, for any reason, are unable to serve. (Am. 6/8/53; 3/13/56; Renum. 6/6/83; Am. 6/4/08)

(F) The Executive Committee shall take action on the recommendations of the standing committees; subject to the qualifications stated in Bylaw 10. (Am. 1/19/53; 6/8/53; 1/5/55; Renum. 6/6/83; Am. 6/4/08)

12. **Courses of Instruction.** There shall be a standing Committee on Courses of Instruction, to be composed of seven members, at least two from each area of instruction in the college (arts and humanities, social sciences, and mathematics and natural sciences), and appointed in the same manner as the other standing committees of the college. To this committee shall be referred for study and recommendation the following: (A) requests for approval of new courses, (B) requests for changes in existing courses, (C) requests for cancellation of existing courses, and (D) such other matters relating to courses as may be referred to it by the Executive Committee. Recommendations of this committee concerning approval, change, or cancellation of courses shall be regarded as final, unless appealed by a member of the Faculty to the Executive Committee. (Am. 4/24/67; 5/19/94)

13. **Honors.** There shall be a standing Committee on Honors composed of three members to be chosen in the same manner as the other standing committees of the college. This committee shall recommend students for honors and supervise regulations concerning honors in the college. (Am. 6/8/53; 1/5/55)

14. **Educational Policy.** There shall be a standing Committee on Educational Policy consisting of six members, at least one from each area of instruction in the College, to be chosen in the same manner as the other standing committees of the college. It shall be the duty of this committee to make such studies, reports, and recommendations concerning questions of educational policy and matters of curricula as it may deem appropriate or as may be referred to it by the Deans of the college, Chair of the Faculty, other committees, or by the College Assembly. The Vice-Chair of the Faculty shall be an **ex officio** (voting) member of the committee. (Am. 4/24/67; 3/6/73; 6/1/78; 5/19/94; 6/4/08)

15. **Nominations and Elections Committee.** There shall be a standing Committee on Nominations and Elections consisting of three members to be chosen in the same manner as the other standing committees of the college. During each Winter Quarter this committee shall nominate and announce to each member of the Faculty one or more candidates for the position of Vice-Chair of the Faculty.
Additional nominations for candidates may be made by petition signed by any five members of the Faculty and received by the Committee on Nominations and Elections within ten days following its announcement of a candidate or candidates. Each proposed nominee shall certify acceptance of the nomination. Elections will be conducted according to the provisions of Davis Division Bylaws 16(C) and 71. (Am. 6/4/08)

16. **Rules and Jurisdiction.** There shall be a standing Committee on Rules and Jurisdiction consisting of three members to be appointed by the Executive Committee for terms of three years, one member to be replaced or reappointed at the end of each year. This committee shall have the following responsibilities:

   (A) To review all proposed amendments to the Bylaws and Regulations of the college for clarity and for consistency with the currently established Bylaws and Regulations of the Faculty and the Academic Senate. (Am. 6/4/08)

   (B) To recommend to the Executive Committee, for action by the College Assembly, any changes and additions to the Bylaws and Regulations that it finds are needed to meet the criteria stated in section (A). (Am. 6/4/08)

   (C) To advise the college, its officers, committees and members in matters of jurisdiction and interpretation of legislation. (Am. 2/17/75; 6/1/81)

17. **Library Committee.** There shall be a standing Committee on Library consisting of three members, one from each area of instruction in the College, to be chosen in the same manner as the other standing committees of the college. It shall be the duty of this committee to advise the Librarian and to consider other matters relating to the Library. (Am. 4/24/67; 5/19/94)

18. **Individual Majors.** There shall be a standing Committee on Individual Majors consisting of five members to be chosen in the same manner as the other standing committees of the college. This committee shall include at least one member from each of the following areas: Humanities, Social Sciences, and Physical Sciences. The Associate Deans of the college shall be *ex officio*, nonvoting members of the committee.

   To this committee shall be referred for study and recommendation all petitions for individual majors. Recommendations of this committee concerning approval of individual majors shall be regarded as final when the decision is unanimous. In all other cases the recommendations shall be returned to the Executive Committee for final action. (En. 12/7/70; Am. 6/1/78; 6/4/08)

19. **Committee on the Study of Foreign Languages.** This committee shall have seven members, including at least two members from the language departments.
If possible, all Undergraduate Colleges should be represented among its membership. The members of this committee shall be appointed in the same manner as other standing committees of the College.

(A) The primary function of this committee is to promote the study of foreign languages by such means as publicity, and close cooperation with the Office of Undergraduate Admissions. (Am. 6/4/08)

(B) The committee shall periodically compare the foreign language standards at UC Davis with those of other University of California campuses and other colleges and universities.

(C) The committee shall periodically re-evaluate the current levels of foreign language requirements across the campus curricula, especially in the light of the statement of the purpose of foreign language study prepared by the College and found in the General Catalog.

(D) The committee shall advise Deans and other University officers on needs to strengthen current or establish new programs in foreign languages. (Am. 6/4/08)

(E) The committee shall maintain liaison with the Committee on the Education Abroad Program of the Davis Division of the Academic Senate to explore how campus programs in foreign languages can enhance the Education Abroad Program and vice versa.

(Am. 4/24/67; 6/6/90, Eff. 9/91; 6/4/08)

20. **Teaching Program Planning and Review.** There shall be a standing Committee on Teaching Program Planning and Review consisting of seven members chosen in the same manner as other committees of the college. This committee shall include one member each from the Social Sciences, the Humanities, and the Physical Sciences, and one ex officio, non-voting member from the Executive Committee of the college. It shall be the responsibility of this committee to assist programs and departments to realize their full potential as teaching units, and to advise the Deans concerning the allocation of resources. It shall also supervise the review of all college teaching programs. The final report on the program reviewed shall be prepared by the standing committee and be transmitted to the Chair of the teaching program reviewed, the Dean and the Chair of the Executive Committee of the college. (Am. 5/25/76; 6/6/83; 6/4/08)