



Executive Committee Purpose and Responsibilities

The Executive Committee shall advise and assist the Academic Senate President and Senate, Shared Governance, and District Committees, as well as be responsible for nominations to Senate offices and to Senate, Shared Governance, and District Committees, overseeing the election process, and other duties as assigned by the Senate or the Senate President.

The Executive Committee shall:

1. Advise and assist the Academic Senate President on any matters of concern to the Senate.
2. Advise committees, via their chairs, on any matters of concern to the committee.
3. Make recommendations pertaining to committee structure and function.
4. Solicit recommendations from committees on matters of interest to the Senate.
5. Nominate candidates for Senate office.
6. Oversee the process for election of officers and any other secret balloting, including preparing, distributing, and counting the ballots.
7. Appoint candidates for Academic Senate, Shared Governance, and District committees. All appointments shall be confirmed by the Senate.