**Drafted 18 Aug 2016**

**EXECUTIVE COMMITTEE DRAFT CHARGES FOR 2016-17**

Melina Alexander, Chair

Kathy Newton, Liaison

**CONSTITUTIONAL REVIEW, APPORTIONMENT, AND ORGANIZATION**

***PPM 1-13, Article 5, Section 4.4: The Committee on Constitutional Review, Apportionment and Organization shall review, update and preserve the integrity of the Constitution and Bylaws of the Weber State University faculty government. This Committee shall study ratios of college representation on the Senate and recommend procedures for electing its members. The Committee shall also be responsible for recommending policies on the organization and operational procedures of the University.***

**1. Calculate the 2015-16 apportionment for Faculty Senate representation using the   
 HamiltonMethod (Fall 2015) and present the apportionment figures to the Faculty Senate   
 during Fall Semester. (November deadline).**

**2. Review apportionment procedure document and determine if further changes should be made.**

**3. Complete a final review of the Faculty Senate numbers; administrators to faculty representatives.**

4. Finalize changes made to PPM 1-18 regarding the responsibilities of department chairs after receiving feedback from the department chair committee.

5. Review a proposed change to PPM 4-3a regarding procedures for establishing new WSU centers.

6a. Review whether all full-time faculty, including those not attached to an individual college, are currently accounted for in apportionment.

b. Consider revising apportionment to include all adjunct and full-time faculty members.