**Date: October 3, 2024**

**To: Faculty Executive Committee**

**From: Xiaoxia Newton, FC President**

**Re.: Ad Hoc Committee on Faculty Council Standing Committee Structure**

I request faculty representation on an ad hoc committee to review the current Faculty Council Standing Committee Structure and make recommendations for its improvement.

Review of the [standing committee annual reports](https://facultygovernance.charlotte.edu/fc-committees/reports) each year indicates uneven workload distribution between standing committees. In addition, during the faculty policy review process of the past year, faculty have voiced the importance of meaningful committee service and the burden created by committee service that is not meaningful.

I request that an Ad Hoc review the committee structure and make recommendations for its improvement. I anticipate the work will take place over two phases. Phase I (2024-2025) will end with Committee recommendations and Phase two (2025-2026) will end with implementation of the recommendations.

The Ad Hoc will be co-chaired by President-Elect Dr. Debra Smith and Secretary Dr. Denis Jacob Machado. Drs. Smith and Machado will determine the meeting schedules and the approach to this review work, including naming faculty representatives for the Ad Hoc. I ask that Drs. Smith and Machado work closely with Faculty Council Assistant Matt Wyse as needed. National best practices from [EAB and Hanover](https://docs.google.com/document/d/1g9c_B7B7uhXld-7oK4-w67Z0213WFKp1oq-FTc8Ky-A/edit?pli=1) are provided to aid in this process.

Thank you for your attention to this important issue and approval of my request.