TEXAS A&M UNIVERSITY-CORPUS CHRISTI
YOU ARE NOW IN BEDFORD FALLS
It’s a Wonderful Committee

How TAMU-CC’s Councils, Committees, and Other Advisory Bodies Serve the University

Kevin Houlihan
Academic and Administrative Compliance Manager
Chair, Committee on Committees
Overview

- 61 Bodies
- President (President’s Cabinet) Responsibility

Types
- Councils
- Committees
- Other University Advisory, Representative, or Support Bodies (e.g., panels, boards, etc.)
Common Traits

- Purpose or Function
- Membership Criteria
- Membership Roster
- Responsible University Official
Councils

- UNIVERSITY-WIDE IMPACT
- HIGHER-LEVEL OBJECTIVES
- ELECTED OR EX-OFFICIO MEMBERS
- LONGER TERMS
Committees

Narrower Focus

Larger Groups for More Ideas

Appointed Members

Advise Councils
Other Advisory Bodies

- Task Oriented
- Review Panels
- Pools
- Other Shared Governance
Committee on Committees

- Representation from All Divisions
- Review of Bodies
  - 3-year Cycle
  - Survey Chairs
  - Recommendations to President’s Cabinet
- Support University Bodies
  - Resources
  - Guidance
  - Standardization
- Recent Initiatives
  - MS Teams
  - Agendas and Minutes
MS Teams

- Storage of Agendas, Minutes, and Other Docs
- Access Management
- Continuity of Information
- Additional Benefits (meetings, collaboration, communication)
MS Teams

- Enable Channel Notifications
- Necessary for each Team/Channel
Agendas and Minutes

- Document Actions and Outcomes
- Support Accreditation Efforts
- Best Practices Provided
- Templates Available
Membership

- Appropriate Representation
- Ex-Officio
- Elections
- Appointments
- Recommendations
And if committees didn’t exist...
Standing Up a New Committee

- Requirements
  - Purpose
  - Membership Criteria
  - Roster

- Review Process
  - Committee on Committees
  - President’s Cabinet

- Alternatives
  - Partner with an Existing University or Student Group
  - Working Group
  - Task Force
Questions?

kevin.houlihan@tamucc.edu

361-825-3461