# Attachment 1
## Proposed Revision to University Handbook
### Section B95: University Planning
### Specific to Colleges' Committee on Planning (CCOP)
### Approved by FSCOUP
### Approved by Faculty Affairs on May 21, 2024

**Rationale**: These changes were made to clarify language in the handbook and to bring it in line with recommended changes happening to the handbook in multiple areas. In addition, there was some concern about a lack of inclusion of all types of employees that should be on CCOPs, eligibility to participate in multiple CCOPS, and recommended meeting cadence for CCOPS that all needed to be addressed in these edits.

**University Planning**
**B95**

*Current Version of Relevant Portion*

The Colleges' Committee on Planning (CCOP), Extension Committee on Planning (EXCOP), and University Libraries CCOP, are representative bodies for the college or unit whose members are chosen by by an approved selection process. The CCOPs meet on a regular basis to provide input relative to university and college planning directives which require faculty and staff involvement.

The college dean or unit administrator shall consult with CCOP on issues related to, but not limited to: college planning, college reorganization, strategic planning, program discontinuance, and financial exigency.

Members of CCOP shall include tenure-track faculty, tenured faculty, non-tenure track faculty, university support staff, and unclassified staff who are assigned to a college, department, or other unit. Those faculty and staff members with a total university appointment of five-tenths or more will be eligible to serve on CCOP. Department heads are eligible to serve on CCOP in an ex officio non-voting capacity. Given the purpose of CCOP to provide input to college administrators, deans are not eligible to serve. The faculty and staff of each college or unit shall be responsible for establishing its own selection procedures; this procedure must be approved by a majority of the faculty. Membership shall represent a cross-section of position types, departments, discipline areas, or other organizing unit within the college or administrative unit. In addition, the college or administrative unit's FSCOUP representative will be an ex officio member of CCOP. CCOP selection procedures will be kept on file with the dean or unit office. A copy of CCOP selection procedures shall also be provided to the office of the secretary of the faculty senate.

*Edited Version of Relevant Portion*

The Colleges' Committee on Planning ~~(CCOP)~~, Extension Committee on Planning ~~(EXCOP)~~, and University Libraries ~~CCOP,~~Committee on Planning, herein referred to collectively as

CCOPs, are representative bodies for the college or unit whose members are chosen by ~~by~~ an approved selection process. ~~. The CCOPs meet on a regular basis to provide input relative to university and college planning directives which require faculty and staff involvement.~~

~~The college dean or unit administrator shall consult with CCOP on issues related to, but not limited to: college planning, college reorganization, strategic planning, program discontinuance, and financial exigency.~~

Members of each CCOP ~~shall~~ may include tenure-track faculty, tenured faculty, non-tenure track faculty, university support staff, and unclassified staff who are assigned to a college, department, or other unit. Those faculty and staff members with a total university appointment of at least five-tenths assigned to a college or unit ~~or more will~~ ~~shall be~~ are eligible to serve on ~~a~~ its respective CCOP. Those with appointments assigned across two or more colleges or units are eligible to serve on the CCOP representing their majority appointment. If a majority appointment does not exist, the individual may select which CCOP on which to be eligible, but may not have eligibility on ~~two separate CCOPs~~ more than one CCOP. Department heads and other unit leads are eligible to serve on a CCOP in an ex officio, non-voting capacity. ~~Given the purpose of CCOP to provide input to college administrators, deans~~ Deans are not eligible to serve since the purpose of each CCOP is to provide input to college administrators, including deans. ~~The faculty and staff of each college or unit shall be responsible for establishing its own~~ CCOP selection procedures; ~~this~~ these procedures must be approved by a majority of the faculty, ~~which must be approved by a majority of the faculty and staff eligible to serve. Membership~~ CCOP membership ~~shall~~ should represent a ~~cross-section~~ variety of position types, departments, discipline areas, or other organizing unit within the college or administrative unit. In addition, the college or administrative unit's FSCOUP representative ~~will~~ shall be an ex officio member of the corresponding CCOP. The faculty and staff of each college or unit shall be responsible for establishing CCOP selection procedures, which must be approved by a majority of the voting faculty and staff eligible to serve. The CCOP selection procedures shall be kept on file with the dean or unit office. A copy of CCOP selection procedures shall also be provided to the office of the secretary of the faculty senate. ~~CCOP selection procedures will shall be kept on file with the dean or unit office. A copy of CCOP selection procedures shall also be provided to the office of the secretary of the faculty senate. Each CCOP shall meet at least once per semester.~~

The college dean or unit administrator shall consult with CCOP on issues related to, but not limited to: college planning, college reorganization, strategic planning, program discontinuance, and financial exigency. The CCOPs meet on a regular basis, at least once per academic semester, to provide input relative to university and college planning directives which have the potential to impact faculty and staff involvement.

*Clean Version of Relevant Portion with Edits Included*

The Colleges' Committee on Planning, Extension Committee on Planning, and University Libraries Committee on Planning, herein referred to collectively as CCOPs, are representative bodies for the college or unit whose members are chosen by an approved selection process.

Members of each CCOP may include tenure-track faculty, tenured faculty, non-tenure track faculty, university support staff, and unclassified staff who are assigned to a college,

department, or other unit. Those faculty and staff members with a total university appointment of at least five-tenths assigned to a college or unit are eligible to serve on its respective CCOP. Those with appointments assigned across two or more colleges or units are eligible to serve on the CCOP representing their majority appointment. If a majority appointment does not exist, the individual may select which CCOP on which to be eligible, but may not have eligibility on more than one CCOP. Department heads and other unit leads are eligible to serve on a CCOP in an ex officio, non-voting capacity. Deans are not eligible to serve since the purpose of each CCOP is to provide input to college administrators, including deans. CCOP membership should represent a variety of position types, departments, discipline areas, or other organizing unit within the college or administrative unit. In addition, the college or administrative unit's FSCOUP representative shall be an ex officio member of the corresponding CCOP. The faculty and staff of each college or unit shall be responsible for establishing CCOP selection procedures, which must be approved by a majority of the voting faculty and staff eligible to serve. The CCOP selection procedures shall be kept on file with the dean or unit office. A copy of CCOP selection procedures shall also be provided to the office of the secretary of the faculty senate.

The college dean or unit administrator shall consult with CCOP on issues related to, but not limited to: college planning, college reorganization, strategic planning, program discontinuance, and financial exigency. The CCOPs meet on a regular basis, at least once per academic semester, to provide input relative to university and college planning directives which have the potential to impact faculty and staff involvement.