

PART I. MERCED DIVISION

Title III. OFFICERS OF THE DIVISION

1. Chair
 - A. Term: The Chair of the Division is appointed by the Committee on Committees to serve a one-year term beginning the first day of ~~instruction in the~~ Fall term. The Chair ordinarily succeeds to this office and to Chair of the Divisional Council after serving as Vice Chair of the Division and of the Council in the previous year.
2. Vice Chair
 - A. Term: The Vice Chair of the Division and of the Divisional Council is appointed by the Committee on Committees to serve a one-year term that starts on the first day of ~~instruction in the~~ Fall term.
3. Secretary/Parliamentarian
 - A. Term: The Secretary is appointed by the Committee on Committees to serve a two-year term, subject to reappointment, beginning on the first day of ~~instruction in the~~ Fall term.

Title IV. DIVISIONAL COUNCIL

2. Terms
 - E. Terms begin on the first day of ~~instruction of~~ the Fall term, unless otherwise designated in Divisional legislation.
3. Duties
 - D. With the advice of the Committee on Academic Planning and Resource Allocation, the Graduate and Research Council, and the Undergraduate Council, makes recommendations to the Chancellor on the establishment and disestablishment of academic units on the Merced campus, including colleges, schools, or departments, ~~or programs~~.

PART II. COMMITTEES

Title I. APPOINTMENT AND TERM

2. Term
 - A. Committees are appointed annually to serve for a term of one year, beginning with the first day of ~~instruction in the~~ Fall semester, unless otherwise specified. To assist committees with continuity of expertise, reappointment of individuals for a second year will be given strong consideration by the Committee on Committees.

Title III. STANDING COMMITTEES ON FACULTY AND SENATE AFFAIRS: THEIR POWERS AND DUTIES

These Committees are composed solely of Senate members.

2. Academic Personnel
 - B. Term: Subject to reappointment, members will ordinarily serve a three-year term beginning the first day of ~~instruction in~~ the Fall term.

3. Committees
 - A. Membership, Election and term of office
 2. Members are elected each year to serve for two years beginning the first day of ~~instruction in~~ the Fall term.
 5. **If, because of vacancies or other circumstances, the number of members that needs to be elected each year gets out of balance (e.g., 5 members due to be elected one year, 3 the next), the Committee may reduce one member's term by one year.**
 6. Notice of Election. The Secretary must mail each voting member of the Division a Notice of the Election no fewer than ~~30~~ **21** calendar days prior to the election.
 - C. Ballots
 1. At least ~~14~~ **7** calendar days before the Election, the Secretary must provide to each voter, either by mail or electronically, a list of all nominees, stating their nominators and school affiliation.
 2. The list of nominees must be accompanied by a ballot listing the nominees alphabetically. In the case of mail ballots, each voter must receive a plain envelope in which to enclose the marked ballot, and an additional envelope addressed to the Secretary to be used for return of the sealed ballot. The envelope addressed to the Secretary must have a space for the signature of the voter. For electronic voting, the Secretary must use a system that verifies each voter's identity and maintains security. Each voter must be provided access to this system at least ~~14~~ **7** calendar days before the Election.

Title IV. STANDING COMMITTEES ON EDUCATIONAL AFFAIRS: THEIR POWERS AND DUTIES

1. Academic Planning and Resource Allocation
 - B. Duties
 3. Confers with and advises the Chancellor or Chancellor's designee and Divisional administrative agencies regarding policy on academic planning, budget and resource allocations; ~~forwards recommendations on staff allocations to the Committee on Academic Personnel for their review.~~

2. Undergraduate Council
 - B. Duties

6. Defines the goals and establishes criteria for use in reviewing the quality and effectiveness of undergraduate teaching programs and/or majors **and is responsible for program review.**

3. Graduate and Research Council
 - B. Duties
 3. Makes recommendations to the Senate Coordinating Committee on Graduate Affairs, ~~subject to approval by the Merced Division,~~ concerning new programs for existing degrees higher than the Bachelors degree and the establishment of new degrees higher than the Bachelors degree.
 14. ~~Represents the Division in all matters relating to the review of Organized and Centralized Research Units, centers and institutes, including proposals for and reviews of such units.~~