

**CAPP Subcommittee Membership Selection Working Document
October 13, 2008**

1. FYS and WT Subcommittees:

CAPP will appoint divisional representatives to these committees from a slate of candidates put forth by the respective divisional nominating committee, along with a rationale for submission of these names. To be eligible for membership on these subcommittees, candidates must have successfully completed their interim reviews.

Voting Members: Four faculty members, one selected by CAPP from each division. Divisions are instructed to nominate at least two candidates to CAPP. In the event that no acceptable candidates are submitted to CAPP by a particular division, that division will lose representation on that subcommittee for the duration of the three-year term, and that position will be awarded to a different division by CAPP.

Additional committee members: include student members on WT and administrators and staff people may be invited to attend subcommittee meetings.

Note Bylaw provision for FYS: members are appointed for three-year staggered terms by CAPP in consultation with the FYS Committee and the Vice President for Academic Affairs with consideration given for representation of the academic divisions of the University and diverse faculty rank. If possible, members of FYS should be appointed in the spring semester for the following year to ensure membership prior to FYS obligations and activity in the fall.

1. IEC

Voting Members: The President of the University, the Vice President for Academic Affairs or his or her appointed representative, the Director of International Education and Off-Campus Study; six elected faculty members, one from each division and two at-large faculty members, who have successfully completed their interim reviews, of which no more than two may be from one department; and three students, including one degree-seeking international student and another who has studied off campus.

2. RAS

Voting Members: Nine faculty members selected in the following way:

- **Four** tenured faculty members, one from each division, are selected by CAPP for rotating three-year terms. Each division is instructed to nominate at least two candidates to CAPP. In the event that a particular division does not submit candidates to CAPP, that position defaults to the at-large pool.
- **Two** at-large, tenured, faculty representatives are appointed by CAPP to one-year terms.
- **Three** current or recent members of CAPP are selected by CAPP to serve on RAS for, if possible, up to three-year terms, with rotating terms of membership in order to preserve continuity.

In general, there should be no fewer than one member of a division, preferably two, from each, and no more than three from any one division. CAPP also suggests that it is best if there is no more than one member per any department.