

**COMMITTEE ON UNDERGRADUATE ADMISSIONS  
REPORT TO THE RIVERSIDE DIVISION**

To Be Adopted:

Proposed Changes to Membership Charge of the Committee on Undergraduate Admissions  
(Bylaw 8.23.1)

**PRESENT:**

**8.23.1** The Committee consists of seven members of the Division, one of whom shall be the Chair; one Divisional representative to the Board of Admissions and Relations with Schools; one undergraduate student representative, who shall not have the right to vote; and the ~~Vice Chancellor for Student Affairs~~, ex officio, or his/her designee. The Chair can also serve as the Division representative in addition to his or her Chair duties. (Am 5 Nov 87)(Am 18 Nov 03) (Am 19 May 09) (Am 28 May 13)

**PROPOSED:**

**8.23.1** The Committee consists of seven members of the Division, one of whom shall be the Chair; one Divisional representative to the Board of Admissions and Relations with Schools; one undergraduate student representative, who shall not have the right to vote; and the Associate Vice Chancellor for Student Affairs and Enrollment Services, ex officio, or his/her designee. The Chair can also serve as the Division representative in addition to his or her Chair duties. (Am 5 Nov 87)(Am 18 Nov 03) (Am 19 May 09) (Am 28 May 13)

**Justification:**

The AVC is closer to all the relevant admissions data, while the VC's charge is considerably broader and makes regular attendance more challenging. When the Undergraduate Admissions Committee was reconstituted from Undergraduate Council in 2009, we were uncertain whether the VC, AVC or Admissions Director would be the most effective *ex officio* member. Experience since 2009 reveals that the AVC now has the portfolio that aligns most closely with our shared responsibilities for monitoring and governing the undergraduate admissions process. The proposed change to the charge would codify the current workings of the committee and spare us the need for repeatedly inviting the AVC as a guest. The Admissions Director would continue to be a frequent invited guest. We retain the 2009 opinion of the Academic Senate that only one of the three administrators with responsibilities for admissions should be an *ex officio* member.

**Approvals:**

Approved by the Committee on Undergraduate Admissions:

April 25, 2017

The Committee on Rules and Jurisdiction finds the wording to be consistent with the code of the Academic Senate:

Received by Executive Council: