



MEMO

To: Kenneth Barish, Academic Senate Chair

Annie Ditta, Chair of the Academic Senate Committee on Educational Policy (CEP)

From: Bracken Dailey, University Registrar

Date: January 6, 2026

Re: Proposal for Formal Ex-Officio Representation on the Committee on Educational Policy

I am writing to you to formally request that the Committee on Educational Policy (CEP) consider updating its membership structure to include the University Registrar as an Ex-Officio, non-voting member.

While I value the opportunity to attend meetings by invitation, a formalized role would foster an ongoing partnership dedicated to upholding the integrity of academic policy. The Registrar’s Office bears a primary responsibility for the integrity of the academic record; we achieve this by ensuring our administrative framework remains in lockstep with faculty governance, so that every decision passed by this committee is translated into a seamless experience for students and faculty. Gaining direct insight into faculty intent while providing real-time feedback on how proposed policies could be operationalized will truly elevate the ability of the Registrar’s Office to serve as effective thought partners.

To ensure our committee structure aligns with national standards, I recently polled colleagues within the Association of American Universities (AAU). The findings indicate that a formal role for the Registrar is a standard practice among our peers. Of the 32 campuses that responded, 17 (53%) have a formal role with the committee either as ex officio or as a full voting member.

	Formal non-voting ex officio	Formal voting member	Guest for designated topics	Ongoing Guest	No similar Role
Undergraduate Academic Policy Committee	8	3	1	4	
Single Academic Policy Committee (Undergrad and Graduate)	6			1	
Does not have a similar Senate Committee Structure					9
Totals	14	3	1	5	9

In this role, my focus would not be on shaping the academic intent of the curriculum, which remains the sole purview of the faculty, but rather on acting as an administrative and technical consultant. This ensures that once the Senate passes a policy, the infrastructure is ready to support it promptly and accurately.

I appreciate your time and consideration of this proposal and welcome a brief discussion, if it is felt beneficial to discuss the merits of this request.

Thank you.