

**MEMORANDUM**

Office of the Provost

C. L. Max Nikias  
Provost and  
Senior Vice  
President for  
Academic Affairs

To: Faculty Colleagues

From: C. L. Max Nikias, Provost  
Ann Crigler, President, Academic Senate

*C-L. Nikias*  
*Ann N. Crigler*

Date: March 14, 2008

Subject: 2008-2009 Committee Service Questionnaire

Participating on a university committee is one of the most important ways faculty can contribute to the mission of the University of Southern California. We hope you will let us know which committees interest you. All faculty – tenured, tenure-track, and non-tenure-track, full-time and part-time – are encouraged to self-nominate.

Please go to the online committee service questionnaire at (<http://www.usc.edu/committees>) where you can read or download the committee charges, and can self-nominate for any of the committees appointed by the President, the Academic Senate, or the Provost.

Please select up to four committees that interest you (1 = most preferred). Your responses will be kept active for three years. Please complete the questionnaire on line by **April 18, 2008**.

If you prefer to complete a questionnaire on paper, please contact Ms. Elsa Goay at (213) 740-6722 or email [goay@usc.edu](mailto:goay@usc.edu) to request that a hard copy be sent to you.

Thank you for your active participation in this process. Faculty participation in governance is vital for USC to be able to achieve the goals toward which we strive.