

**Policy title: SBS FACULTY ADVISORY COMMITTEE****Effective: January 7, 2013****Revised: March 13, 2014****Revised: July 7, 2015, June 13, 2017****PURPOSE/INTENT**

This policy establishes the goals, eligibility, and procedural requirements related to the College of Social and Behavioral Sciences' Faculty Advisory Committee (FAC).

The primary aim of the FAC is to advance dialogue around topics of importance and to advise the Dean on issues of collective concern.

**UNIVERSITY OF ARIZONA POLICY**

[UHAP 7.09, Resolution on College Governance](#) includes information on College advisory committees or councils.

Information on advisory groups is also available through the Shared Governance Memorandum of Understanding passed by the Faculty Senate on April 4, 2005.

**SBS PROCEDURE****SBS Faculty Advisory Committee Goals**

The role of the SBS Faculty Advisory Committee is to advise the Dean on emerging matters of College or University importance. The Faculty Advisory Committee will be composed of five faculty members, rank open, a minimum of three of whom have tenure or continuing status. The five members will be elected to three-year terms, with no more than one representative from any single tenure- or continuing-status department. In addition to the five active members, two alternates will be elected. The two alternates will serve on the Committee in the case of temporary member absence (sabbatical or leave, for example) or vacancy.

**Eligibility to serve on the SBS FAC**

The SBS policy utilizes the definition of faculty as per the Constitution of the General Faculty of the University of Arizona:

- a. Individuals who hold at least half-time tenured or tenure-eligible faculty appointments,
- b. Academic professionals who hold at least half-time continuing or continuing-eligible appointments,
- c. Individuals who hold at least half-time multi-year nontenure-eligible appointments,
- d. Individuals who have held at least half-time year-to-year nontenure-eligible faculty appointments for three (3) of the past four (4) years and who currently hold lecturer or ranked professorial titles that do not include an adjunct or visiting modifier, and
- e. Individuals who hold Emeritus status.

Additional conditions of eligibility can be viewed in the [Constitution of the General Faculty of the University of Arizona](#) (see Article II, Members).

## Voting procedures and Processing for SBS Faculty Advisory Committee

1. The SBS FAC call for faculty nominees will go out in the Spring semester each year for service starting the first day of the Fall semester. Faculty interested in running for an FAC seat will submit a 250-word statement and CV, with a due date indicated in the FAC call from the Dean's office.
2. The Dean's office will gather nominations and confirm eligibility to serve on the FAC. The statements and CVs will be distributed at least two weeks prior to voting.
3. Voting will be open to all SBS faculty, as defined above, with at least a .50 appointment in the College (Note: adjuncts and nontenure-eligible faculty on one-year contracts are not eligible to vote.)
4. Voting is done anonymously online.
5. Each election will yield a total of seven members: five active members (the five nominees who receive the most votes), and two alternates (the two nominees who receive the sixth and seventh highest vote totals). Alternates do not come to meetings, but do fill vacant spots either temporarily (in the case of sabbatical or leave of absence) or permanently (as in the case of retirements) until the Fall semester following the next election.
6. Committee members will be elected to serve on three year staggered terms, which will ensure continuity. Alternates are elected to one-year terms.

In the event that a majority vote produces a committee that does not meet FAC composition constraints (i.e., a minimum of three tenured or continuing status faculty), the Dean will appoint people in that category from the current nominees so as to constitute a majority. If there is no appropriate alternate, the Dean may appoint a temporary alternate, with the majority approval of the Faculty Advisory Committee, to fill a position until the end of the academic year.

This voting procedure is subject to evaluation by the first FAC, who will have discretion in amending the voting procedures.

## CONSIDERATIONS

The first meeting of every Fall semester will be overseen by the Dean, who will ask the group to nominate and elect a Chair. Following that first meeting, the FAC will establish a monthly meeting schedule.

Alternates and all faculty members whose terms have expired are eligible to run for another term at the end of their service (regardless of if their initial term was one, two, or three years). Faculty may serve up to six consecutive years on the FAC. A three year period is required before a faculty member becomes eligible for further FAC service.