

**Amended Bylaws of the
College of Social and Behavioral Sciences
Faculty Advisory Council (FAC)**

ARTICLE I. Name and Mission

Section 1. Name

The name of this organization shall be the SBS FAC, the Social and Behavioral Sciences Faculty Advisory Council

Section 2. Mission

The Faculty Advisory Council exists to promote communication between the faculty and administration of the College of Social and Behavioral Sciences; to provide an open forum for discussing and defining the role of the faculty within SBS; to share concerns with the Dean on matters of importance to faculty in SBS; to pro-actively address issues related to faculty within the College of Social and Behavioral Sciences; and to carry out tasks in line with its role in shared governance practices within the College.

The overall mission of the SBS FAC is to provide faculty within Social and Behavioral Sciences a platform to voice matters concerning them. It is the role of the Council to present those matters to the Dean when appropriate and to transparently convey information about the Council's activities to SBS faculty. Additional information is available on the [SBS website](#).

[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.

Section 3. Regular Agenda Items

The SBS FAC will address the following matters annually, as well as other issues the Council deems appropriate:

- SBS support for research activities;
- Hiring processes (e.g., Dean's level positions in SBS);
- Inclusive excellence;
- Implementation of SBS Budget and its impact on faculty;
- The annual Dean's Audit.

Section 4. Agenda Items from Faculty Suggestions

The SBS FAC encourages faculty from SBS to suggest issues that

should be placed on the SBS FAC agenda. Suggestions can be made to any Council member, or, preferably, to the Chair.

ARTICLE II. Membership

Section 1. Composition

As per [existing College policy](#), the Faculty Advisory Council is composed of seven SBS faculty members, rank open, a minimum of four of whom have tenure or continuing status. The seven 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 seven active members, two alternates are elected. The two alternates serve on the Council in the case of temporary member absence (sabbatical or leave, for example) or vacancy. Alternates also serve in cases in which there are conflicts of interest in SBS FAC decision-making or voting.

Section 2. Eligibility

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

- Individuals who hold at least half-time tenured or tenure-eligible faculty appointments,
- Academic professionals who hold at least half-time continuing or continuing-eligible appointments,
- Individuals who hold at least half-time multi-year Career Track appointments,
- Individuals who have held at least half-time year-to-year Career Track 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
- Individuals who hold Emeritus status.

Section 3. Council Chair(s)

The Council membership shall elect a Chair or co-Chairs who will take responsibility for arrangements as discussed in Article III, section 1b.

ARTICLE III. Procedures

Section 1. Meetings

- A. SBS FAC shall meet a minimum of once a month.
- B. SBS FAC meetings shall be conducted by the Chair, who will make arrangements for the meeting location, invite guests, and distribute

a meeting agenda to the members.

Section 2. Voting

- A. The following matters of import require a vote of the Council membership (all other decisions may be reached by consensus):
 - Any formal recommendation from the Council;
 - Amendments to these Bylaws;
 - The selection or re-election of a Chair;
 - Any item for which a member requests a vote.
- B. Items to be voted upon will be place on the agenda ahead of the scheduled meeting. The agenda containing items to be voted upon must be provided to members of the FAC at least 1 business day ahead of any meeting. Meetings at which a vote will be taken must be held during regular business hours (9 a.m. to 5 p.m. Monday through Friday excluding academic holidays and breaks.)
- C. Only one vote per FAC member will be permitted.
- D. A quorum or “majority vote” is determined as 50% + 1 of people in attendance, with a minimum of 4 people in attendance.
- E. Votes will be cast in person at regularly scheduled SBS FAC meetings, can be cast by proxy through another Council member, or can be cast by email when there are extenuating circumstances.
- F. When a vote is necessary on any issue, it can be carried out virtually if the affected issue will take place before the next scheduled meeting.
- G. A virtual vote is permitted only when there is a consensus among the members to do so.
- H. Voting can be tabled until the following meeting to inform members that a vote is pending.
- I. When a member fails to vote, no vote will be recorded.

Section 3. Amendments to Bylaws

- A. Amendments to the Bylaws are additions, modifications, or deletions.
- B. Amendments to the Bylaws must be made at a regular meeting.
- C. Amendments to the Bylaws can be made by a majority vote of the SBS FAC membership.

ARTICLE IV. Resources

Section 1. Budget

The Council shall request an annual budget to support their activities. These funds facilitate many activities, including but not limited to the hiring of undergraduate RAs as and when required to help gather information for Council reports to the faculty; to support inviting outside speakers to SBS on topics of importance to the

faculty.

ARTICLE V. Transparency & Reporting

Section 1. Website

The Council should maintain a presence on the SBS website. This is used to communicate our role and to house and disseminate information.

Section 2. Reporting

The Council shall maintain a number of reporting mechanisms:

- We produce an Annual Report summarizing our actions across the course of the academic year;
- We periodically produce reports to the faculty on specific topics and agenda items;
- We provide a summary of yearly activities and decisions (redacted as appropriate) from our Council meetings;
- When invited by the Dean, we attend and report on the Heads & Directors meetings;
- We hold regular meetings with the Dean and Associate deans as needed, but at least twice a year;
- We interface with faculty from across the College to identify issues and topics of discussion.

Amendments accepted and adopted by the Members of SBS FAC on March 4, 2021.

Susan Swanberg

Susan E. Swanberg (Chair, Journalism)

Leila Hudson

Leila Hudson (Middle Eastern & North African Studies)

Brian Silverstein

Brian Silverstein (Anthropology)

Joel Smith

Joel Smith (English/Writing Program)

Chris Lukinbeal

Chris Lukinbeal (Geography/Director of GIST Programs)