

College of Health and Human Performance
Faculty Advisory Council Operating Code

Article 1 – Objective and Purpose

The Faculty Advisory Council (FAC) serves as a voice of the faculty and advisor to the Dean of the College on matters of interest and concern to the faculty. In this capacity the Council's primary purpose is to serve as a liaison between the members of the faculty and the Dean by:

- facilitating communication,
- sharing concerns,
- recommending improvements, and
- encouraging ideas to enhance the reputation of the college.

Article 2 - Membership

Five members of the Council are elected from the tenured college faculty to three-year staggered terms comprised of one member from each of the departments of the College and two at large members. No department may have more than two members serving at one time. Members may not serve on the College Administrative Team and the Faculty Advisory Council at the same time. The FAC will elect its own chair.

Article 3 – Terms of Service

Each member shall serve for three years unless elected to fulfill the unexpired term of a prior member. Members may not serve consecutive three year terms. The term of service will begin with the fall semester.

Article 4 – Election of Members

Members will be elected via college wide vote under the direction of the Associate Dean for Faculty Affairs with oversight from the Council. Faculty not eligible to serve will have their names excluded from the ballot. Elections will usually be held in the fall semester.

The Chair of the Council and the Associate Dean for Faculty Affairs with assistance from the Dean's office staff will oversee the election. After the close of the election, the results will be reported to the College.

In the event of a vacancy occurs on the Council, an election to fill the unexpired term of the vacating member according to the process outlined above will occur as soon as feasible. The elected members will have the opportunity for election to a full three-year term during the next annual election.

Article 5 – Responsibilities

Members are elected to represent the interests and concerns of the faculty to the Dean and through the Dean to the Administrative Team by providing a forum for communication to and from faculty on topics of interest to one or more units of the College. Additionally, the FAC through membership on the College Council provides input on the development of policy and procedures that impact the faculty as a whole.

In addition to being a voice for the faculty, the committee has the following additional responsibilities:

- annual review and recommendation of faculty to receive university-sponsored sabbaticals;
- oversight of the election of members to the faculty senate; and
- election of a representative to the CHHP College Council.

Article 6 – Officer and Duties

The only officer of the Faculty Advisory Council shall be the chair who will be elected from the membership. The chair shall serve a one year term with an opportunity for one additional consecutive term. It is recommended the position of chair rotate by department.

The chair is responsible for the conduct of meetings and setting the agenda with input from the members. The chair will be elected at the first meeting of the FAC during the fall semester.

The Chair will have the responsibility to communicate with the Dean on matters of concern to the faculty brought to the attention of the FAC.

Article 7 – Meetings

The Council will meet at the beginning of the fall semester in order to elect the chair. Meetings will occur once a semester or more often if needed. Meetings may be called by any member of the Council or by the Dean for the purpose of discussing items of concern or interest to the faculty.

Article 8 – Amendments

Amendments to this Operating Code may be proposed by any faculty member of the College including those holding administrative positions. These amendments will be presented along with an appropriate rationale to the FAC for review to ensure consistency with this operating code and the College Constitution. The proposed amendment will be presented to the faculty of the College for approval. A simple majority of those voting will be required for approval.

Approved by the College Council: July 31, 2007

Updated by the FAC: February 5, 2016

Approved by College Council: February 23, 2016