

Appointments of Pamplin Representatives to External Committees and Commissions

Policy 490

Adopted: June 27, 2016

The College provides representatives to external committees and commissions through three mechanisms. First, representatives to most standing University commissions and committees are selected via the Dean sending the names of two nominees to the President (Academic Support, Athletics, Commencement, Library, and Budget and Planning) or to the Provost (University P&T) selected as described below. Second, representatives to some commissions and certain committees formed for a specific purpose of limited duration are selected directly by the Dean. Third, the College's representative to Committees of the Faculty Senate are recruited and selected directly by the Faculty Senate and the College is not involved.

Selection of nominees for submission to President: With the exception of Faculty Senate committees, the College attempts to balance the University service load across departments proportionally based on the number of full-time faculty members. In order to accomplish this, each Spring the Dean will assign each Spring the vacant committee positions to departments who then provide a nominee to serve for the term of appointment. Because in many cases two nominees are submitted it is not possible to guarantee proportionate representation in any particular year. Departments are free to establish procedures for identifying their nominees. The nominees must be provided according to the timetable established by the President's Office, which normally requests nominees by May 1.

University Promotion and Tenure Committee: In selecting nominees to this committee, the Dean will announce the opening to the faculty and invite nominations. If necessary, the Dean will consult with the department heads to identify further potential nominees. The Dean will identify preferred nominees and contact them to ascertain their willingness to serve. Once two final nominees are identified, the Dean will forward the names to the Provost. Again, the timing of the process must conform to that established by the Provost's Office, which normally requests nominees late in the Spring semester.

Should a vacancy occur during the term of a representative, the Dean will either appoint a faculty member to sit in for the representative if the vacancy will be temporary or to complete the term, or if required by the President or Provost, nominate two possible faculty members to complete the term.