

Faculty Senate / University Committee Service FAQ Sheet

Purpose: This document lists frequently asked questions about service in the university-level Faculty Senate committees and councils. It was created as an instrument that can help faculty recruitment and retention in the committees. It was originally co-authored by the chairs and co-chairs of the Faculty Senate committees and councils.

Why should I serve on a university council or committee? Service on university councils and committees is the primary means of direct participation in university governance by faculty. In addition, service to councils and committees can be listed to your annual activity report and count towards tenure and promotion. By participating in shared governance, you will have a voice in decisions and policies at the university level and you will meet and form professional relationships with faculty from other areas of the university.

Source: <http://senate.ufl.edu/committees--councils/committees/>

What is the difference between a Faculty Senate Committee or Council, a Joint Committee, and a Presidential Committee? There are three main categories of university-level councils and committees: Faculty Senate Committees and Councils; Joint Committees; and Presidential Committees.

- Faculty Senate Committees or Councils are the vehicles for providing, directly or through the Faculty Senate, faculty determinations, recommendations, or consultations as appropriate.
- Joint Committees report to both the Faculty Senate and the UF President.
- Presidential Committees aid the president in the performance of his or her duties as chief executive of the university. Presidential Committees are created by, report to, and have membership appointed by the President.

Source: <http://senate.ufl.edu/committees--councils/committees/>

Does service in University or Faculty Senate Committees or Councils count towards tenure?

According to the university's criteria for granting tenure, service (public and professional) is recognized as one of the three broad categories of academic engagement. This includes service to committees, which can be listed in the corresponding section in tenure and promotion packages.

Source: <http://aa.ufl.edu/policies/tenure-and-promotion-information/>

Who is eligible to serve? All faculty members of all tracks are encouraged to serve on university committees. With few exceptions, and as denoted in individual committee membership descriptions, (found on each committee's web page, in the [Bylaws of the Faculty Senate](#) and in the [Constitution of the University of Florida](#)), full-time faculty members, as defined in Faculty Senate Bylaw 21, may serve on Faculty Senate committees. Service in the [five Faculty Senate policy councils](#) is open only to current (at the time of the council election) [Faculty Senators](#).

How can I become a member of a Presidential, Joint, or Faculty Senate Committee?

In Faculty Senate Committees and Councils, seats are nominated by UF Faculty and elected by UF Faculty Senators. In Joint Committees, seats are nominated by UF Faculty; typically, 50% are elected by UF Faculty Senators and 50% are appointed by the UF President or the President's designee. In Presidential Committees, seats are nominated by UF Faculty and appointed by the UF President.

Self-nominations are welcomed and encouraged. The deadline for nominations is typically at the end of January. During the nomination period, the nomination form can be found at: <http://senate.ufl.edu/committees--councils/committees/>.

Where can I find more information about the role and mission of each committee? Each committee has a dedicated ufl.edu website that can be accessed at: <http://senate.ufl.edu/committees--councils/committees/>. The details of each committee, including its role, scheduled meetings, minutes, and current committee members, can be found on the committee’s website.

Do I need expertise in the committee’s focus area? For most committees, the answer is no. We encourage broad participation in shared governance, and you do not need prior knowledge or expertise in most cases. You only need a willingness to serve and to learn.

How long will my term of service be? Most committee members serve for three (3) years. Most committees have a staggered start for members in order to build institutional memory from year to year.

How often do the committees meet? Although the frequency and the duration of the meetings vary from committee to committee, the majority of the committees meet once a month from September through April. The meeting schedule of a specific committee can be found on the committee’s website.

Are there any committee meetings scheduled during summer months? Although each committee has a different schedule, depending on its role and mission, nearly all committee meetings are scheduled during the fall and spring terms. The meeting schedule of a specific committee can be found on the committee’s website.

Is attendance mandatory? The committee members are expected to attend all committee meetings if possible. Attendance is taken at each meeting and is reported in the posted minutes.

Name	Faculty membership consists of:	Seat filled by:	Reports to:
Faculty Senate Committees	UF Faculty	Nominated by UF Faculty & elected by UF Faculty Senators	UF Faculty Senate
Joint Committees	UF Faculty	Nominated by UF Faculty; Typically 50% elected by UF Faculty Senators and 50% Appointed by UF President/President's Designee	UF President & UF Faculty Senate
Presidential Committees	UF Faculty	Nominated by UF Faculty & appointed by UF President	UF President
(5) Senate Policy Councils	*Current (at the time of the election) Faculty Senators	Nominated by UF Faculty & elected by UF Faculty Senators	UF Faculty Senate

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