

Faculty Access and Equity Committee Operating Procedures

Goals of the committee

- **Foster an inclusive university climate:** Provide education and awareness about equal educational access and opportunity that affirms the diversity of students, staff, and faculty members.
- **Communicate and facilitate awareness about access and equity issues:** Facilitate dialogue and share information with faculty, staff, and students about critical issues pertaining to access, equity, and diversity and encourage the use of inclusive practices.
- **Advocate for diversity in SOE:** Engage in educational programming and research that promotes, conducts, and publishes documents focused on issues central to access and equity, such as culturally relevant pedagogy in higher education. Advocate for faculty, staff, and student recruitment and retention through a supportive and inclusive environment that provides mentorship, scholarships, and other support programs. Expand the development and support of multicultural academic and curriculum initiatives.
- **Recognize outstanding work related to A&E:** Celebrate work related to issues of access, equity, and diversity in research, teaching, service, and community engagement in the School of Education and/or the larger community.

Size and Composition of Committee: The Faculty Access and Equity Committee shall consist of one faculty representative elected from each department in the School of Education. FAEC members will serve two-year terms, which will be staggered. At least one member of the FAEC must be tenured. If no tenured faculty are elected by the Departments, then the Faculty Council will appoint a tenured faculty member to serve on the Committee. Similarly, if no clinical faculty are elected by the Departments, then the Faculty Council will appoint a clinical faculty member to serve on the Committee.

A tenured AEC member will serve, ex-officio, on the Promotion and Tenure Committee. A FAEC representative must be included on the agenda for a brief meeting with all candidates interviewing for faculty positions. When a member is unable to fulfill her/his responsibilities on the committee and a vacancy occurs, the department from which the departing member comes will appoint another representative to begin a new two-year term of service. If the member who cannot complete his or her term was appointed by the Faculty Council, then the Faculty Council will appoint a new member representing the same constituent group (tenured or clinical faculty).

Three officers provide leadership to the FAEC: Chair, Vice-Chair, and Secretary. FAEC members will elect the officers, who will come from the FAEC membership. The Vice Chair will serve a one-year term and succeed to the Chair's position the next year.

The FAEC will provide an annual report to the Faculty Council, which will include the report on the agenda for the first Faculty Assembly meeting of the new academic year. The annual report will include a summary of the past year's activities and a forecast of activities planned for the forthcoming academic year. The FAEC will also annually review its operating procedures and bring any recommendations for changes forward to the Faculty Council and Faculty Assembly as appropriate.