**Updated charge for the SOM Committee on Faculty Community and Representation**

**Submitted to the Bylaws Committee 03/06/25, Discussed on 04/01/25**

**Approved by Faculty Council 4/28/25**

**Purpose and Responsibilities:**

The purpose of the Committee on Faculty Community and Representation is to act in an oversight and advisory capacity to identify factors that have impeded progress towards improving the status and well-being of all faculty in the School of Medicine and recommend ameliorative policies and actions to the School of Medicine (SOM) Faculty Council and Administration.

**Specific charges:**

1. To consult and advise on SOM and university efforts to assess the quality of the environment for the faculty community, which may include climate surveys and other institutional research projects.
2. To review and utilize existing data from university-wide, regional, and national surveys, national organizations and other research to identify goals for advancing faculty interests and enhanced engagement at the university.
3. To consult and facilitate dialogue on policies and programming in collaboration with relevant institutional offices, committees, and faculty groups.
4. The chair of this committee will be appointed by the Chair of the Faculty Council. This individual shall be expected to attend each Faculty Council meeting for the purpose of identifying issues related to the committee. If the chair cannot attend a meeting of the Faculty Council, another representative of the committee will attend as an ex-officio non-voting member.
5. To submit to the Faculty Council a comprehensive end-of-year report on the committee's activities and recommendations for the future.
6. At least once every five years, review the committee's charge and recommend changes, which will be shared with the SOM Bylaws Committee and then with the Faculty Council for review and approval.

**Membership:**

The Committee on Faculty Community and Representation shall be composed of nine full-time members of the Faculty of Medicine, two who hold primary appointments in basic science departments, two who hold primary appointments in clinical departments and five elected at-large. Membership should be diverse with regards to tenure and non-tenure track status. Committee members shall be elected by a vote of the full-time faculty, with no more than two members from a single department. The Dean may designate an appropriate administrative official to serve as an ex officio non-voting member. Additional ex officio members and guests may be invited by the committee chair. To ensure continuity, members shall serve staggered three-year terms. Members may stand for re-election and serve at most two consecutive terms. After a period of three years off the committee, former members may run for reelection to new term(s). The Chair of the Faculty Council shall appoint one of the elected members to serve on an annual basis as chair of the Committee after soliciting recommendations from its members.

**Operation:**

The committee shall hold virtual hybrid or in-person meetings at least six times per academic year and communicate regularly between meetings as needed. One member acting as a volunteer will record minutes of each meeting, which will be distributed and approved, with any agreed-upon modifications, before the next committee meeting.