Chapter III
Faculty and Committees

3.1 Faculty Membership. The membership of the faculty shall consist of (a) all persons holding the rank of instructor or above or equivalent rank, and occupying funded positions in IANR [i.e., Instructor, Lecturer, Senior Lecturer, Assistant Extension Educator, Associate Extension Educator, Extension Educator, Assistant Forester, Associate Forester, Forester, Assistant Geoscientist, Associate Geoscientist, Geoscientist, Extension Assistant Professor, Extension Associate Professor, Extension Professor, Assistant Professor of Practice, Associate Professor of Practice, Professor of Practice, Research Assistant Professor, Research Associate Professor, Research Professor, Assistant Professor, Associate Professor, and Professor] and (b) those persons holding (1) the rank of assistant instructor, and (2) adjunct, visiting, courtesy, or research associate, and (post-doctoral) appointments. Faculty in the College of Education and Human Sciences are members of IANR by virtue of their appointments in the Agricultural Research Division or the Cooperative Extension Division. The voting membership shall consist of those persons listed in (a) above.

3.2 Committees. Committees shall meet and report at least annually to the IANR faculty through written reports and at general IANR faculty meetings. Each committee in consultation with the Vice Chancellor will determine its operating procedure. Standing committees and ad hoc committees shall be elected or appointed as outlined in these Bylaws.

3.2.1 Liaison Committee. This Committee shall meet with the Vice Chancellor at least quarterly and represent the faculty as an advisory group to the Vice Chancellor. Additional duties are specified in this document. A committee of seven shall be elected from members of the faculty, excluding administrators as defined in 2.1.1, 2.1.2, and 2.1.3. The committee shall comprise broad faculty representation by giving consideration to diversity, member’s work location, division/unit of IANR, and academic function. Two candidates shall be nominated for each position. The current Liaison Committee shall provide solicit nominations for vacant positions and identify from among the nominees two eligible candidates for each vacancy to be voted on by the entire faculty. The candidate receiving the larger number of votes shall be elected for a three-year term. An elected member of this committee is ineligible for immediate reelection to this committee. A tie vote shall be broken by action of the Liaison Committee. Interim vacancies of elected positions shall be filled by the Liaison Committee through appointment of an eligible person to serve the remainder of the term.

3.2.2 Institute-wide Promotion and Tenure (P&T) Committee. The responsibilities of this committee include: a) providing recommendations of promotion and tenure decisions for IANR faculty (excluding Extension Educators, Foresters, and Geoscientists); b) evaluating the degree to which there is alignment in P&T processes, guidelines, and standards across units and between the units and the Institute; and c) working with the Office of the IANR Vice Chancellor to regularly evaluate the IANR P&T guidelines and standards. The committee shall establish and keep up to date an operational guidance document that directs its functioning. The committee shall be composed of
9 IANR faculty members (excluding administrators as defined in 2.1.1, 2.1.2, and 2.1.3) elected by IANR faculty, and an IANR Associate Vice Chancellor, who serves as a non-voting ex officio member and convener. Those eligible to serve on the committee must meet the definition of faculty identified in 3.1 (a) above (excluding Equivalent Rank Faculty, e.g., Extension Educators, Foresters, and Geoscientists). Three faculty members shall have a minimum 40% Extension appointment; three shall have a minimum 40% appointment with the Agricultural Research Division (ARD); and three shall have a minimum 40% teaching appointment through the College of Agricultural Sciences and Natural Resources (CASNR). A minimum of 6 members shall be tenured and fully promoted. All members shall be at the rank of Associate Professor or above. There shall be no more than one member from any one academic unit. Committee members shall serve three-year terms, with one member from each of the three mission areas rotating off/on in any given year. A person may not serve on this committee in the year in which they are being considered for promotion (see provision below for appointment of an interim). An elected member of this committee is not eligible for immediate reelection to this committee. Committee members must be at or above the professorial rank being considered in order to vote on the recommendation. Committee members must be tenured to vote on a recommendation of tenure. Committee members shall not deliberate about or vote on candidate materials, or otherwise conduct business requiring committee action in the absence of quorum, which shall be achieved when a minimum of 3/4 of those eligible to vote on an action are present. Attendance at meetings through video conferencing is acceptable for quorum, however, greater than 50% of the voting committee membership must be physically present in order to achieve quorum. The IANR Liaison Committee is responsible for developing the ballot for committee membership, determining results, and verifying that committee membership meets criteria established in these bylaws and according to guidance documents (i.e., Institute-wide P&T Committee Operational Guidance Document, IANR Guidelines for the Evaluation of Faculty). If, for any reason, an elected committee member is not able to complete their term of service or must be excused from service for a period of time (e.g., in a year in which they are considered for promotion, approved leave, etc.), the IANR Liaison Committee shall appoint a qualified individual to serve as Interim. An Interim appointment shall not preclude anyone’s eligibility for future election to the Institute-wide P&T Committee.

3.2.23 Ad Hoc Committees. All matters requiring committee action not specified in 3.2.1 and 3.2.2 shall be conducted by committees appointed by the Liaison Committee by majority vote or by the Vice Chancellor in consultation with the Liaison Committee. This includes advising the Vice Chancellor on procedures and policies relating to selection, appointment, promotion, evaluation, and other personnel actions throughout IANR. The tenure of such committees shall not exceed one year, but they may be reappointed or reconstituted.