1. Please pay close attention to the nomination form and read **ALL** instructions in the packet. *Pay particular attention to choosing the Faculty Senate seats and the length of term it represents.*

2. Please note that positions on some university committees are limited to **tenured faculty**, while council and some committee positions do not have that restriction.

3. If a Faculty Senate seat or committee seat is not listed there is not a seat open for this election cycle. If you believe this to be in error contact the Senate office at: [senate@tamu.edu](mailto:senate@tamu.edu).

4. The Nomination Form **MUST** be filled out completely. Please double check that all required fields are complete.

5. If you have any questions regarding the nomination form please contact Kelly Drake at: [kdrake@tamu.edu](mailto:kdrake@tamu.edu) or [senate@tamu.edu](mailto:senate@tamu.edu).

6. *Indicates a required field. Incomplete forms will be returned.*
**ACADEMIC ELECTORAL UNIT: LAW**

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<thead>
<tr>
<th>LAW</th>
<th>Nominee</th>
<th>Term</th>
<th>Member Expiring</th>
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<tbody>
<tr>
<td>University Grievance - must be</td>
<td></td>
<td>2 year term (exp 2017)</td>
<td></td>
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<tr>
<td>tenured</td>
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<tr>
<td>Faculty Development Leave -</td>
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<td>3 year term (exp 2018)</td>
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<tr>
<td>must be tenured</td>
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**REQUIRED INFORMATION TO BE PLACED ON THE BALLOT**

- Nominees must furnish a short biographical sketch and/or statement concerning their candidacy *(total not to exceed 200 words).*

- The biographical sketch must be e-mailed to the Faculty Senate Office at senate@tamu.edu and must be a word document or in the body of an email. All other formats including PDF will not be accepted.

- The nomination form needs to be scanned and emailed to the Faculty Senate Office (senate@tamu.edu).

**DEADLINE**

*5 pm, Wednesday, March 18, 2015*

senate@tamu.edu

**NOMINATOR (self-nominations are acceptable):**

__________________________________________
Committee/Council Information

Faculty members for the following committees are elected each spring along with the Faculty Senate positions. Terms of service on these committees are staggered so each college may not elect a member to each committee every year. **Please refer to the attached chart for open Faculty Senate and University committee/council positions available for your academic unit.**

**Committee on Academic Freedom, Responsibility, and Tenure (CAFRT) —** is the university level committee that hears appeals related to termination or non-reappointment of a faculty member, including denial of tenure. This includes both tenure-track and non-tenured faculty. The committee is composed of three tenured faculty members from each college **elected to a 3-year term**. Service on this committee consists of attending a very brief orientation meeting in the fall and participating in faculty hearings, if they arise. Hearings arise on average once a year, typically take place in the spring semester and last up to three sessions of four hours each generally on consecutive days or during the same week. The Faculty Senate caucus leaders will need to provide candidates to run for the expiring positions on the Committee of Academic Freedom, Responsibility, and Tenure. If you have an interest or a recommendation for this committee election, please add the candidates name to the nomination form and submit back to the Faculty Senate office. This does not assure nomination for the vacant positions.

**University Grievance Committee (Grievance) —** is the university level committee that hears faculty grievance cases not related to dismissal, salary, or sexual harassment. The committee is composed of one tenured faculty member from each college **elected to a 2-year term**. Service on this committee consists of attending a very brief orientation meeting in the fall and participating in faculty hearings, if they arise. Hearings typically arise less than once per year.

**Honor and Undergraduate Research Advisory Council (Honor RAC) —** is actively involved in developing and enforcing standards for academic integrity. This includes serving as investigators or on hearing panels for alleged Honor Code violations. It is composed of students and faculty; there are two faculty from each college **elected to a 2-year term**.

**Honor Council —** this committee is made up of faculty and student members who are charged with promoting the Aggie Honor Code, conducting investigations for alleged violations, sitting on hearing panels and assigning appropriate sanctions if a student has conducted academic misconduct. Agreeing to serve on Honor Council requires a minimal commitment of 2-4 hours per semester. Most cases are heard at the beginning of the semester or during the last month of the semester. Faculty are **elected to serve a 2-year term.**

**Faculty Development Leave Committee (FDL) —** this committee reviews applications for Faculty Development Leave. **There is one tenured faculty member per college elected to a 3-year term.** Service on this committee involves attending a brief orientation meeting in the fall, reviewing a number of proposals for Faculty Development Leave from various colleges, and participating in a dinner meeting in late October/Early November to review and approve the proposals to be submitted to the Board of Regents. Non-College Station-based faculty should be able to participate in the orientation meeting via Skype or TTVN, and must be able to travel to College Station for the dinner meeting.

**Academic Professional Track Faculty (APTF) Committee —** interfaces between the Faculty Senate and the TAMU academic professional track faculty on relevant issues including job security, salary, and job satisfaction. Members will be Academic Professional Track faculty (50% time or more) **who are elected to a 3-year-term.**