TO: Tenured and Tenure-track Faculty

FROM: Susan Opp, Chair, Academic Senate

SUBJECT: Call for Self-Nominations for the Affirmative Action Liaison Officer

Terry Jones is completing his two-year term as Affirmative Action Liaison Officer (AALO). We thank Dr. Jones for his years of service to the growth and diversity of our University. An appointment for the new term for the AALO will be elected by the Senate for a two year term (2009-11) no later than June 2, 2009. The new AALO will assume the responsibilities of the position on June 15, 2009. If you are interested in serving as the AALO, which includes chairing the Faculty Diversity & Equity Committee as well as working in an advisory capacity with the various search committees in order to help advance the University goals of improving diversification in the faculty, please submit your name and qualifications in writing to the Executive Committee, via the Academic Senate Office, LI 2200, no later than April 3rd. Early submissions are strongly encouraged.

If you would like more information on the position, please contact Terry Jones, Social Work (885-3184), former AALO David Larson, Geography & ES (885-3193), or Susan Opp, Senate Chair (885-3033).

POSITION DESCRIPTION FROM THE BYLAWS:

1. SECTION 2 AFFIRMATIVE ACTION LIAISON OFFICER (AALO)
2. Affirmative A. The Academic Senate shall elect a two-year term a tenured regular faculty member to serve as Affirmative Action Liaison Officer. The election shall normally take place in the year preceding the term of office.
3. Action Officer B. The Executive Committee of the Academic Senate may nominate candidates for Affirmative Action Liaison Officer. The Academic Senate may make additional nominations. A vacancy in the position shall be filled for the remainder of the two-year term by the same procedure.
4. Liaison C. The same person may be elected to serve additional consecutive terms.
5. Officer D. The duties of the Affirmative Action Liaison Officer shall be to:
6. 1. Maintain an appropriate liaison with the college search committees to encourage a search in the broadest spectrum possible; consult with other administrators who have assigned responsibilities in Affirmative Action, and as appropriate, with faculty standing committees about policies, activities, and issues affecting Faculty Affirmative Action at the University;
7. 2. Report regularly, as requested by the Executive Committee, to the Academic Senate on matters affecting Affirmative Action;
8. 3. Recommend as appropriate further review, study, or action by the Academic Senate or Executive Committee on matters affecting Affirmative Action; and
9. 4. Serve as a clearing-house for systemwide policies and procedures concerning Faculty Affirmative Action at the University.
10. 5. Serve as Chair of the Faculty Diversity & Equity Committee (FDEC), which is a non-standing committee of the Academic Senate.