

### **I-6.00.5 UMCES Faculty Research Assistant Council Policy**

Approved by the Administrative Council and President Goodwin July 13, 2023

The Faculty Research Assistant Council for UMCES is established as the organization representing Faculty Research Assistants (FRAs), for the purposes of:

1. Communicating their concerns and interests to the President and Administration,
2. Providing advice in the development and implementation of policies and procedures related to FRAs,
3. Ensuring communication of policy changes and other important UMCES administrative information to the FRAs, and
4. Electing representatives who participate in shared governance through work with the Faculty Senate and the Administrative Council.

#### **Functions**

1. The Faculty Research Assistant Council will consider issues related to FRA affairs; participate in the formulation of relevant research policies; and assist in the creation, maintenance and protection of an environment conducive to growth of scholarship, creativity, learning, teaching, research, service, and respect for human dignity and rights.
2. The Faculty Research Assistant Council shall function as the Faculty Research Assistant advisory committee to represent the interests of the FRAs of UMCES.

#### **Reporting**

1. The FRA Council shall elect their representatives to the Faculty Senate.
2. At least one of the FRA Council members from each unit will have the ability to provide an agenda item and/or update at least twice per year at unit meetings in which lab leadership and faculty would be present.
3. The FRA Council shall elect two representatives the annual UMCES Faculty Convocation.
4. The FRA Council shall elect one representative to participate as a voting member in regular UMCES Administrative Council meetings.
5. The Vice President for Administration and Finance shall be invited by the FRA council to participate in a meeting of the FRA Council once per year.
6. The Faculty Research Assistant Council will report out to all UMCES FRAs after the occurrence of items 1-5 above.
7. The FRA Council may express its opinions, concerns, and recommendations in writing to the President and the Faculty Senate at any time.



### Structure

1. The FRA Council is comprised of one member from each of the UMCES units. FRAs within each unit shall elect members on an annual basis.
2. Council members can remain on the council for multiple years as long as the FRAs in their unit approve.
3. Members of the FRA Council shall elect a Chair and Vice Chair from among its membership.
4. Meetings of the FRA Council will occur at least quarterly, or more as needed.
5. Meetings of all Faculty Research Assistants will occur twice a year, or more often if needed.

### Procedures

1. Changes to the Faculty Research Assistant Council policy may be made by the Faculty Research Assistant Council in consultation with FRAs at UMCES and with approval of the Administrative Council.