RECOMMENDED GUIDELINES FOR REQUESTING A NEW BFA SEAT

Approved by BFA on 2017-05-04

Any proposal to create a new BFA representative seat for a previously unrepresented, or underrepresented academic faculty group should discuss and confirm the following characteristics of the group:

* The academic group should be comprised of tenure-track and/or rostered instructors with ongoing teaching assignments as part of their employment.
* At least three quarters of the group members should have 50% or greater appointments.

Furthermore, the academic group should demonstrate the following characteristics:

* The group currently lacks consistent, direct, stable representation on the BFA through means other than a unit representative seat. (The group should not consistently be relying on instructor seats, at-large seats, or emeritus seats, to access the BFA.)
* The group shares common and unique academic interests requiring representation.
* The group regularly meets on a timely basis, or has an established, reliable means of sharing communications and information.
* The group will establish a formal procedure (election or appointment) for selecting its BFA representative. The representative should be able to regularly attend BFA meetings, serve on BFA standing committees, and maintain a clear line of communication between their constituency and the BFA.

Respectfully submitted by the

BFA Bylaws Committee, and

BFA Nominations and Elections Committee