

Departmental Advisory Committees

Effective: May 12, 2022

This policy details the composition and responsibilities of Departmental Advisory Committees (DACs) within the School of Engineering. It updates and supersedes all prior policies.

1. Each Departmental Advisory Committee (hereinafter DAC) is a group of departmental faculty members who advise their Department Chair, the Dean of the School of Engineering, the Provost, and the college-wide Committee on Appointments and Promotions (CAP).
 - a) The DAC shall advise their Chair and the Dean on matters of initial appointments, reappointments, continuing appointments, and promotions of faculty and professional staff, as well as any other matters that their Chair may put before them.
 - b) The DAC has responsibilities to advise the Provost and CAP as specified by the Faculty By-Laws, or by specific request.
 - c) In all matters, the DAC is expected to give advice based upon sound judgment and experience with the welfare of their home department, the School of Engineering, and the College as the primary objective.
2. Members of the DAC shall serve a term of three years, and shall be elected by all full-time faculty and professional staff serving in their department at the time the election is held by the Departmental representative to the college-wide Committee on Nominations and Elections.
3. Each DAC shall be comprised of five members, one of whom serves as the elected departmental representative to CAP.
 - a) Each member of the DAC shall be a full-time faculty member holding academic rank or qualified academic rank.
 - b) The DAC shall elect one member to serve as chair; that member must hold academic rank with a continuing appointment.
 - c) Other than the chair and the CAP representative, at least one other DAC member must hold academic rank with a continuing appointment.