Revamping the SAS Committee Nominations Process

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Abstract:

The long-standing mechanism for obtaining nominations of faculty for election to serve on SAS committees is inefficient and falls short of maximizing opportunities for meaningful committee service. The SAS Nominations and Election committee provides the names of nominees to be on the election ballot. The selection of names for the ballot is largely random, without consideration of whether the faculty are interested/willing to serve on the committees. All proposed names are then contacted by SAS staff to obtain permission to be on the ballot, often requiring multiple contact attempts, and many faculty decline the nomination, then requiring additional effort to get enough names on the ballot. The revamped process relies on faculty self-nomination via a new nomination portal, improved dissemination of information about each committee, and encouragement from department chairs for faculty to consider serving and to self-nominate.

Primary Stakeholders:

- SAS Faculty
- SAS Staff
- SAS Administration
- SAS Executive Committee
- SAS Nominations and Elections Committee

Key Steps/Activities:

- Create initial proposal
- Discuss with stakeholders
- Incorporate stakeholder feedback
- Finalize proposal and develop timeline
- Prepare information about SAS Committees
- Advise on design of new self-nomination template
- Present new procedure at SAS Chairs' meeting
- Help monitor nominations progress
- Follow-up post implementation to assess success

Effectiveness Measures:

- Did the new nomination portal operate as planned?

- Did the new process reduce the amount of effort needed by SAS staff compared to the previous process?

- Did enough faculty self-nominate?

Communication/Engagement:

- New materials were prepared to describe each SAS committee, including charge and workload
- The new nominations process was presented as a pilot to SAS chairs at two SAS Chairs' meetings
- Chairs were asked to discuss with their faculty
- Email announcements and reminders were sent from SAS Vice Dean's office to all Faculty

Proposed Timeline:

Fall 2021: Initial planning, discussions with stakeholders
Jan-Feb: design/implementation of new nomination portal
Feb: Presentation of new procedure at SAS Chair's meeting
March: Portal opens for self-nominations, faculty informed
April 15: Self-nominations portal closes
Mid-April: additional nominees recruited if needed

Current Status/Future Directions:

- The self-nomination portal worked exactly as designed
- Several faculty used the portal to nominate themselves for the SAS committees with open seats
- The Nominations committee met and chose 4 additional names needed from SBS
- The SAS staff and the Nominations committee felt this pilot was successful
- Future work, for someone else is to figure out, are ways to increase faculty interest in serving on committees