

# SOUTHWESTERN

## LAW SCHOOL

### Los Angeles, CA

#### **Faculty Liaison to the Southwestern Law School Board of Trustees**

**Board policy approved September 29, 2022. Effective immediately.**

**Revision history: None; new policy.**

**Related policies: Bylaws of the Southwestern Law School Board of Trustees**

**Scheduled Review Date: August 2026 (Board Governance Committee and Office of the President and Dean)**

#### **A. Eligibility**

The Faculty Liaison to the Southwestern Law School Board of Trustees must be member of Southwestern Law School's full-time faculty, of any rank, who has served as a full-time faculty member at Southwestern for at least seven years and who, at the time of selection, is an elected member of the Dean's Advisory Committee.

#### **B. Selection**

The President and Dean will select the Faculty Liaison from the faculty members who have been elected by the faculty to the Dean's Advisory Committee for the calendar year in which the appointment as Faculty Liaison will begin.

#### **C. Term**

The Faculty Liaison will serve a two-year term, which may be renewed for a second two-year term—regardless of whether the faculty member remains an elected member of the Dean's Advisory Committee. The Faculty Liaison's term will begin at the December Board meeting, although the Faculty Liaison Designate may be invited to attend the September Board meeting.

An individual may serve one or more additional terms, but only after a two-year break in service.

Should an opening occur in the middle of a two-year term, the President and Dean will select another member of the Dean's Advisory Committee to start a new two-year term as Faculty Liaison.

**D. Role, Responsibilities, and Privileges**

The Faculty Liaison's primary role is to provide an additional avenue of communication between the Board and the full-time faculty. The Faculty Liaison has the following responsibilities: To attend meetings of the full Board, to participate with voice not vote, and to coordinate with the President and Dean to share major Board actions with the full-time faculty, recognizing that much of the Board's work is confidential and ongoing.

At the discretion of the Board Chair, and in consultation with the President and Dean, the Faculty Liaison may be invited to attend meetings of the Academic Affairs Committee. In addition, the Board Chair, after consulting with the President and Dean, may invite the Faculty Liaison to attend other Board committee meetings when the Board desires to have the perspective and additional input of a faculty member on a particular matter.

Although the Faculty Liaison is not a member or trustee of the Board, the Faculty Liaison will receive notices of all full Board meetings, all materials in the meeting book for the main (non-executive session) Board meeting, and minutes of all meetings of the full Board, excluding the minutes of the Board's executive sessions.

If invited to attend a particular Board Committee meeting, the Faculty Liaison will receive notices of those specific Board committee meetings, all materials in the meeting book for the main (non-executive session) Board committee meeting, and, for meetings they were invited to attend, minutes of the committee meetings, excluding minutes of any executive session.

Although the Faculty Liaison may speak at Board and Board committee meetings they attend, the Faculty Liaison will not have voting powers in any Board or Board committee meeting. The Faculty Liaison will not attend Board or Board committee executive session meetings. The Faculty Liaison will not be counted in determining whether a quorum is present at a meeting of the Board or Board committee.