

SOUTHWESTERN

LAW SCHOOL Los Angeles, CA

Faculty Liaison to the Board of Trustees Policy

Board of Trustees policy approved September 29, 2022.

Revision history: Edits made in September 2026, and the name changed from Faculty Liaison to the Southwestern Law School Board of Trustees.

Related policies: Amended and Restated Bylaws of Southwestern Law School

Scheduled Review Date: August 2029 (Board Governance Committee and Office of the President and Dean)

A. Eligibility

The Faculty Liaison to the Southwestern Law School Board of Trustees (Board) must be a member of Southwestern Law School's full-time faculty, of any rank, and, at the time of selection, be an elected member of the Dean's Advisory Committee. Typically, the individual should have worked at Southwestern for at least three years. Should no individual meet these requirements, the President and Dean (Dean) may select another appropriate full-time faculty member to serve.

B. Selection

The 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. The Faculty Liaison may resign at any time by notifying the Dean in writing.

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

After consulting with the Board Chair, the Dean may remove the Faculty Liaison before the term expires if the Faculty Liaison cannot perform the responsibilities of the position or if removal is otherwise determined to be in Southwestern's best interests.

Should an opening occur in the middle of a two-year term, the 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 will attend full Board meetings and coordinate with the Dean to share major Board actions with the full-time faculty, recognizing that much of the Board's work is confidential and ongoing. The Faculty Liaison will maintain the confidentiality of all confidential Board and committee discussions, materials, and deliberations and may disclose Board information only as authorized by the Board Chair or the Dean.

At the discretion of the Board Chair, and in consultation with the Dean, the Faculty Liaison may be invited to attend Board committee meetings, such as Academic Affairs Committee meetings, when the Board wants a faculty member's perspective and additional input 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. Invitations to attend Board committee meetings do not confer committee membership or continuing attendance rights.

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.

E. Conflicts of Interest

The Board Chair or the Dean may exclude the Faculty Liaison from specific agenda items when attendance would pose a conflict of interest, compromise confidentiality, or otherwise be in Southwestern's best interests.