

# Bylaws for the P&A Committee for Innovation and Engagement

(last revised 10/07/2024)

## Mission:

The P&A Innovation and Engagement Committee is charged with (i) monitoring the climate in the P&A department, (ii) leading initiatives to improve it, and (iii) keeping up-to-date related resources.

## Functioning:

The committee self-organizes its functioning as it deems it relevant, favoring a consensus-building process for making decisions.

The committee practices shared leadership and every member has equal rights and responsibilities. The chair and co-chair facilitate task organization and help lead group discussions in the committee.

## Membership:

At minimum, the P&A Innovation and Engagement Committee should include representatives from each cohort in the department with:

- **Students:** 1 undergraduate and 2 graduate students,
- **Research staff:** 1 postdoc or research associate,
- **Departmental staff:** 1 staff member,
- **Non-tenure track faculty:** 1 instructor or research faculty,
- **Tenure-track faculty:** 1 member from each rank (assistant, associate, and full professors).

The P&A-department chair may add additional members, as they deem appropriate.

## Nomination process for membership:

The same nomination process applies for committee members from all cohorts to fill a vacant seat:

- A prospective committee member must receive two nominations from members of the same cohort, one of which may be a self-nomination.
- Committee members are appointed by the P&A-department chair.

When a seat is coming up for filling up or vacant, the opening should be widely advertised in the corresponding cohort, in collaboration with relevant organizations (*e.g.*, SPS for undergraduates and GSO for graduate students).

For term renewal, the nomination process may be streamlined, and a single self-nomination is sufficient.

## Term duration and limitations:

Each member's term is for two years. Committee members are limited to serving no more than two consecutive terms. Terms should be staggered to facilitate continuity within the committee's actions.

## Chair and co-chair:

The P&A-department chair appoints the chair of the P&A Innovation and Engagement while the co-chair is selected by the P&A Innovation and Engagement itself. Any willing member of the P&A Innovation and Engagement may serve as co-chair.

The chair and co-chair should preferably be members from separate cohorts.