

**BY-LAWS OF THE FACULTY RESEARCH AND AWARDS COMMITTEE (FRAC)
OF THE COLLEGE OF SCIENCE AND MATHEMATICS**

James Madison University, October 2024

The Faculty Research and Awards Committee (FRAC) of the JMU College of Science and Mathematics (CSM) will function as the advisory committee for research and scholarship in the CSM. The FRAC will be composed of faculty from the CSM, with oversight by the Associate Dean for Research and Scholarship in the CSM. Evaluations and reports from the FRAC will be submitted as non-binding recommendations to the Dean of the CSM.

I. Membership of the FRAC

- A. The College electorate consists of all full-time faculty members of the CSM, including any persons holding joint appointments within the college or among colleges where their appointments are at least 50% in the CSM. Faculty members serving on the FRAC must be members of this College electorate.
- B. Faculty members of the FRAC shall be nominated for three academic year terms. Partial year service on the FRAC (service that does not extend throughout a full academic year) is not included in tabulation of a three year term. Nominations will be held during the Spring semester for terms beginning in the Fall. Terms can be terminated or suspended prior to the end of the three-year duration for conflicts of interest or other extenuating circumstances.
- C. Two departmental representatives shall be nominated from the faculty members of each department by procedures determined within each department by the end of the Spring semester.
- D. At the completion of a faculty member's three-year term on the FRAC, or when a faculty member's term is ended or suspended prior to the full three-year term, the faculty member's department shall nominate a faculty member to replace them on the FRAC.
- E. Faculty members may not serve consecutive terms on the FRAC.
- F. The CSM Associate Dean for Research and Scholarship shall serve in an ex-officio, non-voting capacity.

II. Meetings of the FRAC

- A. The CSM Associate Dean for Research and Scholarship is responsible for calling meetings of the FRAC, which can be in-person or virtual. Meetings will generally be held monthly, but additional meetings can be called by the Associate Dean or FRAC members as needed.
- B. A quorum shall consist of at least one FRAC member from each of the five CSM departments. A quorum is required for any business to be transacted.

III. Responsibilities of the FRAC

- A. The FRAC shall provide advice and recommendations on issues and initiatives related to research and scholarship in the CSM. CSM leadership can request input from the FRAC on research- and scholarship-related topics. In addition, FRAC members can propose research- or scholarship-related topics for discussion by the FRAC.
- B. The FRAC will review CSM Scholarship Stimulus Program (SSP) proposals and provide recommendations for funding to the Dean. Reviews of SSP proposals typically occur twice per year, in Fall and Spring semesters.
- C. The FRAC will review applications for the CSM Madison Scholar, Distinguished Teacher, and Distinguished Service awards each Fall and provide recommendations to the Dean.
- D. The FRAC will review applications for Educational Leave by CSM faculty members each Fall and provide recommendations to the Dean.
- E. Members of the FRAC may be asked to provide reviews and recommendations for other university or college scholarship or funding initiatives (such as 4-VA.)
- F. All FRAC recommendations to the CSM Dean or other members of JMU leadership are non-binding.

IV. Approval of, and Amendments to, the By-Laws of the FRAC

- A. By-Laws of the FRAC shall be approved by a two-thirds vote of all the members of the FRAC, and by the CSM Dean.
- B. Amendments to the By-Laws may be proposed by at least one-third of the membership of the FRAC. Ratification of a properly proposed amendment shall be by approval of two-thirds of the membership of the FRAC and approval of the CSM Dean.

By-laws approved by FRAC membership and CSM Dean on 10-21-24.