

**Faculty Assistant Positions**  
**Committee on Elections, Rules and Jurisdiction**  
**March 14, 2013**

In response to an inquiry about whether the position of Faculty Assistant to the Vice Provost for Academic Affairs is a title with “equivalent levels of administrative responsibility” to the listed titles, CERJ advised that it did not consider this to be equivalent to Associate Dean or above.

**Rationale**

DDB 28(C) States:

No member of the Division holding an administrative title of Chancellor, Vice Chancellor, Provost, Vice Provost, Dean, Associate Dean or titles with equivalent levels of administrative responsibility may serve as a member of a divisional committee or as a representative of the Davis Division to any taskforce, committee, or agency (except in a non-voting, ex officio capacity.) These restrictions do not apply to chairs of academic departments or programs. (Am. 06/01/06)

After further discussion, we have determined that Faculty Assistant positions in general do not fall under this provision. The titles listed in DDB 28(C) all have line management responsibilities above the Department level, which is not the case with Faculty Assistant positions, which are advisory in nature. The only case in which holders of such positions should recuse themselves from committee service would appear to be when there is a direct relationship between the position and the committee. For example, the Faculty Assistant to the Vice Provost for Academic Affairs should not simultaneously serve on CAP.