

**APPENDIX D.5**  
**Chair of the Finance Committee**  
**of the UAB Faculty Senate**  
**Job Description**

1. Serves as Chair of the Finance Committee on the UAB Faculty Senate from September 1 through August 31 [1 year term]
2. Performs the duties assigned to the Faculty Senate Standing Committee Chairs (*see Appendix D.1*)
3. Represents the Faculty Senate on appropriate committees
  - Serves as a representative for the Faculty Senate on the UAB Employee Benefits Committee
4. Receives, reviews, and prepares documents related to the Standing Committee
  - Reviews budgetary matters relevant to faculty well-being and the environment for research, learning, and information dissemination at the university (B II.6.a)
  - Receives reports from the Vice President for Financial Affairs and Administration, the Provost, and the President regarding impending decisions about budgetary matters (B II.6.b)
  - Reviews the activities of university committees such as the Campus Planning Committee and Employee Benefits Committee (B II.6.c)
  - Receives, reviews, and prepares reports for the Faculty Senate Executive Committee and the Faculty Senate related to concerns within the interests of the Standing Committee (B II.6.d)

Reviewed May 2012. Last Revised July 2019.