

PROPOSED REVISION OF PART III OF THE REVISED DRAFT OF PROPOSED
UNIVERSITY POLICY ON FACULTY GOVERNANCE

III. Implementation of the chair form of departmental governance

A. Qualifications

The chair of the department shall be a tenured faculty member.

B. Eligibility to vote

Faculty members eligible to vote in matters pertaining to the election of the chair or an open search are those who have tenure or who are in tenure-track positions in the department and who normally have at least half of their load in non-administrative assignments in the department. The current chair is eligible for re-election and may vote in the election.

C. Affirmative action policy

Appropriate affirmative action procedures will be followed for both internal and external selections of a chair.

D. Selection process: internal election

~~The Dean, after consulting with the department, will, with the concurrence of the Vice President for Academic Affairs, decide whether to limit the selection to internal candidates or conduct a national search. In either case, the department will choose an internal selection committee, chaired by a faculty member or chair outside the department appointed by the dean. In case the selection process is limited to internal candidates, the committee will submit the names of at least two members of the department acceptable to the faculty. In case of a national search, the committee will submit at least three candidates acceptable to the majority of the departmental faculty. The dean will make a recommendation to the Vice President for Academic Affairs from this list.~~

The department, through an elected committee, will arrange for an orderly selection process. The department will submit to the dean of the college (or other appropriate administrator in non-college situations) the name of the person who received a majority of the votes of the total number of eligible voters in the department. If the dean concurs in the choice, the dean will make the appointment. In what should be rare instances of non-concurrence, the dean will present objections in writing and then discuss them with the department. If an agreement is not reached, the Vice President for Academic Affairs will act as an arbitrator to resolve the issue.

E. Contingent selection process: national search

If a chair cannot be elected directly from internal candidates, a national search will be conducted, subject to approval by the University administration. Such a search will be consistent with University procedures for searching and hiring and will incorporate strong regard for faculty preference as an indicator of support by the majority of the faculty. The voting membership of the search committee will consist of at least three eligible departmental faculty elected by the eligible voters of the department with the exact number to be determined by the Dean. The Dean will appoint an individual from outside the department to serve as the non-voting chair of the search committee. The search committee will recommend up to 3 qualified candidates to the Dean together with the results of a poll of the search committee and a poll of the departmental faculty clearly indicating their preference and their support of each submitted candidate. In any case, it is essential that the appointee clearly is supported by a majority of the departmental faculty.

In the case of a national search, internal candidates are not eligible to serve on the search committee, and a committee member who becomes a candidate will be replaced by faculty election. Internal candidates are allowed to participate in the faculty preference poll.

F. Term of Office

The chair will be appointed for a ~~five~~ three-year term with no restriction on re-election. The term will correspond as nearly as possible to the five-year cycle of Council on Higher Education degree program and institutional administrative unit reviews. The selection should be made before the May commencement. The chair should have a twelve-month appointment and an appropriate teaching load reduction. If a change in the department chair takes place, the conversion from twelve-month to nine-month or nine-month to twelve-month status would normally take place on August 15 of the transition year. In order to ensure continuity and to provide an adequate training period, the incoming chair will begin work as chair-elect on July 1. During this six-week transition period, the chair-elect will be paid a half stipend based on the summer term compensation schedule.

G. Evaluation of the chair

The chair will continue to be evaluated annually by each member of the department. These evaluations will go to the dean who will discuss them with the chair. ~~An extensive evaluation will be conducted during the first semester of the chair's fifth year.~~ If the chair wishes to remain in office, a vote will be taken by the eligible faculty before the end of the first semester of the final year of the chair's current term, under the supervision of a representative from the office of the Dean. If the vote is to retain the chair, the chair will be reappointed, with the concurrence of the Dean. If the Dean does not concur, the procedures as outlined in section D will apply. If the chair does not choose to continue, the provisions for an internal appointment will be followed.

H. Removal of the chair

If a recall petition, stating the reasons for dissatisfaction with the chair's performance, is signed by a majority of the department members, a recall process is initiated. Within two weeks after receiving such a petition, the dean will convene a departmental meeting at which the chair, who has been given a copy of the petition, may respond to the charges, either in writing or in person or both. After a "cooling off" period of not less than two weeks nor more than four weeks, the dean will supervise a departmental vote by secret ballot. A two-thirds majority of the eligible voters will be required to remove the chair from that position. Eligible voters are those eligible to vote in the election of a chair; however, the current chair is excluded from voting eligibility in the case of a recall vote. The two-thirds majority required for recall is two-thirds of the eligible voters (excluding the chair), rounded to the nearest whole number. The removal of a chair does not in itself affect that person's faculty rank and status. When a chair is removed, the dean, after consulting with the department will appoint a temporary chair who will serve until the established selection process is completed and an appointment is made for the remainder of the unexpired term.

I. Substitute chair

The chair may appoint an acting chair for an anticipated absence of one month or less. For a longer absence, the dean will appoint an acting chair after consulting with the department.