

Faculty Senate Bill Number MMM

Obligations for Deans to Meet with Faculty in Review Processes Involving Department Chairs

Whereas a Department Chair represents the voices of the faculty in the department in discussions with the administration, and

Whereas the Dean is the first level of contact in such discussions, and

Whereas the Dean also initiates the hiring or reappointment of a Department Chair, and

Whereas faculty may have significant, serious, or mitigating concerns about sentiments conveyed during meetings between a Department Chair and a Dean or about reports to be given to a Dean regarding a Department Chair, and

Whereas faculty may want to resolve their concerns by holding an in-person meeting between the faculty or a committee of faculty with the Dean, and

Whereas the Faculty Handbook puts little if any stated obligations on Deans to honor any requests from faculty or faculty committees to meet in person to resolve concerns about verbal or written reports about a Department Chair, and

Whereas the absence of any obligation to meet with faculty from a Department affords the Deans the luxury to fully excuse and simply ignore any such requests, and

Whereas excusing and ignoring such requests directly undercuts the spirit if not the integrity that should be held by the administration to demonstrate their willingness to engage openly, fairly, and honestly in shared governance with the faculty, and

Whereas evidence exists where Deans have ignored and even blatantly rebuffed written requests from faculty to hold a meeting to discuss concerns about a Department Chair.

Be it therefore resolved that

Changes are to be made in the Faculty Handbook as defined in the next section to establish obligations for Deans to meet with faculty on written request about matters concerning a Department Chair, and that

The changes are to become immediately enforceable upon acceptance of this Bill independently of whether the Faculty Handbook may still be undergoing an overall revision.

Requested Changes

Additions are highlighted in bold.

Appendix B: The External Search Process

Part c

Current Statements: ... Upon completion of interviews and the selection process, the chair of the search committee submits to the dean a summary of the evaluations on each person interviewed. The dean confers with the provost and extends a letter of offer to a candidate that the search committee deems acceptable.

Revision: ... Upon completion of interviews and the selection process, the chair of the search committee submits to the dean a summary of the evaluations on each person interviewed. **If also requested in writing by a majority of the search committee at the time the evaluation is submitted, the dean meets in person with the search committee to review the evaluations. The summary of evaluations on each person is amended as needed to reflect the concurrence of discussions from the meeting.** The dean subsequently confers with the provost and extends a letter of offer to a candidate that the search committee deems acceptable.

Appendix B: The Internal Search Process

Part c

Current Statements: ... Upon completion of interviews and the selection process, the chair of the search committee submits to the dean a summary of the evaluations on each person interviewed. If the dean is satisfied with the candidate(s) recommended by the department, he or she makes the appointment with the concurrence of the provost.

Revision: ... Upon completion of interviews and the selection process, the chair of the search committee submits to the dean a summary of the evaluations on each person interviewed. **If also requested in writing by a majority of the search committee at the time the evaluation is**

submitted, the dean meets in person with the search committee to review the evaluations. The summary of evaluations on each person is amended as needed to reflect the concurrence of discussions from the meeting. If the dean is satisfied with the candidate(s) recommended by the department, he or she makes the appointment with the concurrence of the provost.

Appendix B: Review and Evaluation of a Department Chair

Part c

Current Statements: ... Normally no later than one month following the completion of the review the dean will report to the department faculty concerning the general results of the evaluation. Personnel actions growing out of the evaluation must have the concurrence of the provost.

Revision: ... Normally no later than one month following the completion of the review, the dean will report to the department faculty concerning the general results of the evaluation. **The written report will present a consensus garnered from all submitted evaluations as well as any specific recommendations for further actions that should arise from the evaluations. If requested in writing by a majority of the faculty within a week after the written report is presented, the dean meets in person with the faculty to review the report. The written report is amended as needed to reflect the concurrence of discussions from the meeting.** Personnel actions growing out of the evaluation must have the concurrence of the provost.

Appendix B: Reassignment of a Department Chair

Current Statements: ... In so far as possible, this review will follow the procedures set forth in the section on the “Review and Evaluation of a Department Chair”. Based on the results of this early review, a dean may remove a chair with the concurrence of a majority of the eligible departmental faculty and the provost.

Revision: ... In so far as possible, this review will follow the procedures set forth in the section on the “Review and Evaluation of a Department Chair”. **The dean is in this case however obligated to meet in person with the eligible departmental faculty at the outset of the early review process to inform them of the process and at time the written report is completed to discuss the results from the report.** Based on the results of this early review, a dean may remove a chair with the concurrence of a majority of the eligible departmental faculty and the provost.