March 9, 2015

Recommendations to amend the Faculty Organization Plan
Working Group on Participation

1. **Membership in Faculty Senate**
   *Faculty Organization Plan, Article III.2(a)(3)*

   “…The members of the Faculty Senate shall be either (1) tenured faculty members or (2) full-time faculty members (regular or specialized) who have attained the rank of associate professor or higher. Vice presidents, associate vice presidents, assistant vice presidents, vice provosts, associate vice provosts, deans, associate deans and assistant deans shall be ineligible for election as members of the Senate.

2. **Election of Faculty Members**
   *Faculty Organization Plan, Article III.3(3)*

   “All members of the faculty in full-time service shall be eligible to vote with the exception of visiting faculty.”
Recommendations to amend the Faculty Code
Working Group on Deans Search and Review

Faculty Code, Procedures of the Implementation of the Faculty Code, Section C.2(b)

b. Deans
i. Selection
1. Search Committee Composition. When a vacancy in a school’s deanship arises, the full-time faculty of the school will form a search committee. The full-time faculty of the school has discretion to determine the composition of the search committee, subject to these requirements:
   i. The search committee must include (a) at least five full-time faculty members elected by the full-time faculty of the school, (b) the Provost or a representative designated by the Provost, (c) one or more current students, and (d) one or more alumni. The search committee may include other members, in accordance with procedures approved by a school’s full-time faculty.
   ii. In consultation with the Provost, the Chair of the Board of Trustees will appoint one or more trustees to serve as members.
   iii. Full-time faculty members and trustees will be voting members. In accordance with procedures approved by a school’s full-time faculty, voting rights may be extended to other members.
   iv. Each search committee shall establish criteria for the dean search, including a position description, which shall be approved by the Provost.
2. Search Committee Recommendations. The search committee will recommend candidates for the deanship in a non-prioritized list to the President and Provost. The President and Provost may specify how many candidates the search committee shall recommend. When required by accreditation standards, the search committee shall obtain the approval of the full-time faculty before recommending any candidate.

ii. Continuance. The Provost will meet with each dean annually to discuss the dean’s past performance and future goals. The Provost will also periodically initiate a comprehensive review of each dean that systematically solicits input from, including but not limited to, faculty, senior staff of the school, alumni, and students. Review Procedure:
   1. The Provost will discuss with each Dean, at the time of the Dean’s appointment or reappointment, the criteria by which the Provost will review the Dean.
   2. The comprehensive review will occur at least every three years.
   3. The process for the comprehensive review, established by the Provost, shall generally be consistent across schools, subject to adjustment for the differing conditions of each school.
   4. The Provost will summarize the general conclusion of the review to the faculty. The details of the final evaluation shall be conveyed only to the Dean, Provost, President, and the Board of Trustees.

c. Associate Deans, Assistant Deans, and Similar Academic Administrative Officers.
The Dean shall appoint associate deans, assistant deans, and similar academic
administrative officers in accordance with procedures approved by the school’s full-time faculty and with the Provost’s final approval.

d. **College of Professional Studies.** In the case of a vacancy for the position of Dean, a special faculty committee shall be appointed jointly by the Provost and the deans of the schools whose programs are most directly affected by the College of Professional Studies when a search is required for the position.

e. **No-Confidence.** It is important that such appointees retain the confidence of the faculty concerned. A formal proceeding to question the continued confidence of the faculty of a school in an academic administrative officer shall be instituted only after faculty members have made a reasonable effort to bring the substance of their concerns to the attention of such officers informally or through the Provost’s decanal review processes. The formal proceeding shall be conducted as follows:

i. A petition signed by one-third of the school’s full-time faculty shall be submitted to the Chair of the Executive Committee of the Faculty Senate.

ii. The Chair of the Executive Committee shall call a special meeting of the full-time faculty for consideration of the matter. The meeting shall be held within twenty days (on which classes are regularly held in the University) of the time the petition is submitted. Notice of the meeting shall be given to all faculty members eligible to vote on the matter.

iii. The Chair of the Executive Committee shall preside over the meeting. At this meeting, procedures for balloting shall be determined.

iv. Within ten days (on which classes are regularly held in the University) of the first special meeting, a secret ballot of the school’s full-time faculty shall be taken at a special meeting or by mail on the question of confidence in the administrator in question. The balloting shall be supervised by the Executive Committee of the Faculty Senate.

v. The affirmative vote of a majority of faculty members eligible to vote in the school shall be necessary for the passage of a vote of no confidence. If the resolution passes, the Chair of the Executive Committee shall forward the results of the proceedings to the Provost.
Recommendations to amend the *Faculty Code*
Working Group on School Rules and Procedures

*Faculty Code*, Section I

The grades of academic personnel are:

A. **Retired Status**: University professor emeritus, professor emeritus, professor emeritus in residence, associate professor emeritus, associate professor emeritus in residence, and retired (if any given rank for age or disability).

B. **Regular Faculty**: Regular Faculty are faculty with the title of University professor, professor, associate professor, assistant professor, and instructor who are tenured or tenure-accruing, and non-tenure-accruing faculty who are currently on a presumptively renewable contract, do not hold either a regular or tenured appointment at another university, have a nine or twelve month appointment and who have contractual responsibilities for all of the following: research, teaching and service. Each school shall set as a goal that 75% of its regular, full-time faculty members hold tenure-accruing appointments. A school, with the support of the majority of its regular faculty, may request a different percentage as a goal. In such cases, the requested percentage change of tenure-accruing appointments shall be requested of the Provost, in consultation with the Executive Committee of the Faculty Senate. Any school not in compliance with the percentage established for it as a goal by this provision or through an agreement with the Provost shall submit, on an annual basis, a report to the Provost and to the Executive Committee of the Faculty Senate notifying them of the situation and outlining any steps planned to bring it into compliance.

C. **Specialized Faculty**: Specialized Faculty are faculty with the title of professor, associate professor, assistant professor, and instructor who are currently on a presumptively renewable nine or twelve month contract, do not hold either a regular or tenured appointment at another university, and who have contractual responsibilities for one or two of the following: research, teaching and service. Specialized Faculty include but are not limited to Clinical Faculty, Research Faculty, and Teaching Faculty.

D. **Secondary and Courtesy Appointments**: A faculty member holding a regular faculty appointment in one department or school may be granted a secondary or courtesy appointment in another department or school for a specified term. A secondary or courtesy appointment shall require the recommendation of the appropriate faculty and officers of administration of the unit granting that appointment and shall comply with rules and procedures for such appointments established by the unit granting that appointment and by the Provost. A secondary or courtesy appointment is not a regular, faculty appointment and does not automatically confer any of the rights provided by the Faculty Code and the Faculty Organization Plan to participate in faculty governance in the unit granting that appointment. Unlike a courtesy appointment, a secondary
appointment shall allow a faculty member to exercise one or more specified governance privileges in the faculty unit granting the appointment, but such privileges shall be approved by that unit’s regular faculty. A secondary or courtesy appointment terminates automatically upon the expiration of its specified term or upon termination of the faculty member’s regular appointment. This paragraph does not affect the terms, conditions, and designations of secondary and courtesy appointments in existence as of May 1, 2008.

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*Faculty Code, Procedures for the Implementation of the Faculty Code, Section A*

**A. Governance of Departments and Schools***

The full-time faculty of each department, school, or comparable educational division shall establish written procedures, rules and criteria for the governance of that unit. All school, department, or comparable educational division’s procedures shall be consistent with the Faculty Code and the Faculty Organization Plan.

All school procedures, rules, and criteria shall be reviewed by the Faculty Senate Executive Committee and approved by the Provost.

All school procedures, rules and criteria, shall at a minimum provide:
1. The administrative and academic divisions of the school
2. Steps for enacting procedures, rules, and criteria of the school, such as the appointment of school administrators with faculty appointments
3. Elections (or appointments) to, and responsibilities of, standing committees and faculty advisory councils (as appropriate)
4. Policies and procedures for maintaining academic standards such as:
   a. Determining standards for graduation
   b. Reviewing curricula, including new academic programs
   c. Resolving student allegations of arbitrary or capricious academic evaluation
5. Policies and procedures for reviewing and approving rules and procedures of departments, or comparable educational divisions
6. Policies and procedures for appointment, periodic performance review, promotion, and/or tenure of faculty (as appropriate based on their position)

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*In the governance of the School of Medicine and Health Sciences, all faculty of that School who are eligible for membership in the Medical Center Faculty Assembly shall be eligible to participate whenever the term “regular faculty” appears in this document.*