**Senate Resolution 21/22-06: Obligations for Deans to Meet with Faculty in Review Processes Involving Department Chairs**

History: Introduced as SB 468 and Passed First Reading at FSEC October 14, 2021

Passed Second and Third Reading in Faculty Senate on November 18, 2021.

**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** 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 academic and operational issues within a department or concerns about a Department Chair.

**Therefore, be it 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 or the 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: 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.