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MEMORANDUM

To: Julio Frenk
University President

From: Tomás A. Salerno
Chair, Faculty Senate 

Date: September 6, 2017

Subject: Faculty Senate Legislation #2017-04 (A) – Amend *Faculty Manual* Sections A13.3, to add an *ex officio* non-voting student member to the search committees for deans

The Faculty Senate, at its August 30, 2017 meeting, voted unanimously to approve the proposal to amend *Faculty Manual* Sections A13.3: Faculty Appointment, Retention, Tenure, Promotion, and Merit Salary Increases, to add an *ex officio* non-voting student member to the search committees for deans.

Currently there is no consistency with student appointments on search committees. This proposal would allow for an *ex officio* non-voting student member that would not exclude the committee chair from also appointing a voting student member to the committee.

Proposed addition to existing language is shown in red.

Faculty Manual Section A13: Faculty Appointment, Retention, Tenure, Promotion, and Merit Salary Increases

A13.3 ¹When it is time to appoint the Dean of a School (including the University Librarian), a Search Committee shall be established to identify and recommend candidates. It is responsible to the appointing authority and to the Faculty of the School. The Committee shall have between nine and fifteen members, including an *ex officio* non-voting student member, as determined by the appointing authority. No member of the Committee may be a candidate for the position.


The Faculty of each School should establish in its by-laws a procedure for nominating faculty members for service on the Committee and for determining the Faculty's views on the candidates. Pursuant to this procedure, the Faculty should submit to the appointing authority a list of faculty members that has no fewer names than the total number of members to be appointed². If no submission is made by the designated time, the list will be deemed to include all members of the Regular Faculty of the School. The appointing

¹ [#2002-16\(A\)](#)

² Upon completion of two searches, the President and the Senate shall revisit the formula for the number of names submitted by the Faculty (as noted in Legislation [#2002-16\(A\)](#))

CAPSULE: Faculty Senate Legislation #2017-04 (A) – Amend *Faculty Manual* Sections A13.3, to add an *ex officio* non-voting student member to the search committees for deans

PRESIDENT’S RESPONSE

APPROVED:  DATE: 10/18/17
(President's Signature)

OFFICE OR INDIVIDUAL TO IMPLEMENT: Robyn Hardeman

EFFECTIVE DATE OF LEGISLATION: Upon approval of the vote of the faculty and the Board of Trustees, whichever comes last

NOT APPROVED AND REFERRED TO: _____

REMARKS (IF NOT APPROVED): _____

authority shall select at least two-thirds of the members from the list submitted by the Faculty of the School.

The appointing authority shall convene the first meeting of the Search Committee. The appointing authority shall select the chair from among University Faculty members of the Committee. The appointing authority shall make available the resources, including staff, necessary to conduct a successful search. The Committee shall regularly inform the appointing authority of its progress and shall confer with the Faculty of the School to the fullest extent it deems possible consistent with conducting a successful search. The Committee shall assure that the Faculty of the School has the opportunity to meet with candidates invited to campus. It shall consult with the Faculty of the School before making its recommendations to the appointing authority and shall accurately transmit the views of the Faculty of the School together with its recommendations. Should the Committee's opinion differ from that of the Faculty of the School, the Committee shall specifically explain the reasons to the appointing authority and to the Faculty. The appointing authority shall explain the decision to the Faculty of the School.

Normally, consistent with the information provided by the Search Committee, but also exercising judgment relative to the effect of the appointment on the general welfare of the school and the University and profession, the President shall appoint deans.

This legislation is now forwarded to you for your action.

TAS/rh

Enclosure

cc: Jeffrey Duerk, Executive Vice President and Provost
David Birnbach, Vice Provost, Faculty Affairs
All Academic Deans