

SALISBURY UNIVERISTY FACULTY SENATE MOTION

Submit this form to the Faculty Senate President

SUBJECT: Faculty Representation on Administrative Searches – FWC recommendation

SENATOR PROPOSING MOTION: Kathleen Shannon

SENATOR SECONDING MOTION: Adam Wood

MOTION: The Faculty Senate recommends the attached policy on faculty representation on administrative searches be adopted and included in the faculty and search handbooks.

Amendments made at the meeting:

JUSTIFICATION: For both the Provost search and the search for the Dean of the Henson School, faculty senators were surprised when faculty “representatives” were chosen for search committees with no input from the faculty they were to “represent”. The provost indicated that there was no policy on how these should be chosen, and so when she formed the Henson Search committee she followed what her experience told her were past practices but she indicated that she would welcome such a policy. The Faculty Welfare Committee was charged with developing such a policy and the result is the policy that is attached. The committee was careful to balance the need for diversity on committees with the need to have people choose those who are to represent them.

ANTICIPATED IMPACT:

Negative: The process for creating a committee would be less flexible and more time consuming.

Positive: Faculty should perceive that their representation on searches is more representative.

VOTE: Number of Senators Present:

Votes in Favor:

Motion Passes or Fails:

Is this a recommendation to the Provost? Yes X No _____

Is this a recommendation to someone else? No _____ Yes, to _____

FWC Recommended Policy on Faculty Participation in Administrative Searches

A. Faculty representation on searches.

1. In any search for an academic unit head position, all of the faculty units which report to the administrator in that position should have representation. For example, a search committee for an academic dean should have faculty representatives from each of the departments or schools in the school or college which the dean will lead. A Search for a Dean of the Library should have representatives from the library faculty and from each academic school or college reporting directly to the provost. A Provost search committee should have representation from each of the schools and colleges whose deans report to the provost.

2. In searches for an assistant or associate, the faculty representation should be similar to that for the root position. A search committee for an associate dean should have similar representation as the committee for the associated dean, for example.

3. Searches for non-academic administrators who provide or oversee services for faculty or students should also be conducted with faculty representation. The number of faculty on the search committee should be commensurate with the degree to which these services may impact academic programs.

4. Searches for executive level administrators should have strong faculty representation. The Vice President for academic affairs is mentioned above, a search committee for the University President or the Vice President for Student Affairs should have similar faculty representation and search committees for any other Executive positions should have at least two faculty representatives.

5. All other administrative searches should have at least one faculty representative.

6. It should be noted here that Department Chairs are faculty with administrative duties. Generally department chairs are selected from the senior faculty in the department. In the event that an acceptable and willing chair cannot be found in this manner and an external search is conducted the position should be filled using the same procedures used for other faculty searches.

B. Selection of faculty representatives for administrative searches: as a general principle, faculty representatives should be selected by the faculty whom they will represent. However, due to other considerations, it is generally not possible for the faculty to select one person to represent them. Therefore, in general, faculty will be asked to submit at least two names for every search committee position. The hiring manager can then use this group to help meet other demographic considerations when constructing the committee. The hiring manager is free to add additional willing faculty who represent other groups in addition to the faculty representatives if this is deemed valuable.

1. Names for faculty representatives representing the entire faculty should be supplied by the Faculty Senate.

2. Names for faculty representatives representing colleges or schools should be provided by the Faculty Senators elected to represent the unit, in consultation with the faculty in the unit.

3. Names for faculty representing departments should be provided by the department chair and selected in accordance with departmental policies.