Brief History of Issue - why the issue is being considered:

Current search and screen selection procedures could be improved by requiring administrators to provide a mechanism for employees to volunteer for the search and screen committee. Additionally, search and screen committees would benefit from receiving the draft position description instead of a finalized one.

Points Discussed by Committee:
- The process for forming search and screen committees could be improved by including a mechanism by which the campus community can volunteer for search and screen committees.
- Search and screen committees would benefit from receiving the draft position description instead of a finalized one.

Pros of Recommendation:
- Increased awareness and participation of faculty and academic staff on search and screen committees.
- Increased input from search and screen committees on position descriptions.

Cons of Recommendation:
- None that we can see.

Technology/Human Resource Impact:
- Changes to the Faculty and Academic Staff Rules and Procedures
MOTION FOR THE UNIVERSITY SENATE

The University Senate Faculty Personnel Committee by a vote of _7_ for to _0_ against on April 2, 2013 and the University Senate Academic Staff Personnel Committee by a vote of _9_ for to _0_ against on April 16, 2013

Recommends that the following changes be made to the Faculty and Academic Staff Rules and Procedures:

Part III, Article V: Personnel Policies and Procedures, Section D – Joint Personnel Policies and Procedures; 2) Committee Formation for Associate/Assistant Deans, Chairs, and Directors (page 105)


2) COMMITTEE FORMATION FOR ASSOCIATE/ASSISTANT DEANS, CHAIRS, AND DIRECTORS

When a search for an Assistant/Associate Dean, Director, Library Director, or Chair is to begin, the Chancellor or designee shall first notify the applicable College, Department, or Unit and will discuss with its employees the nature and responsibilities of the position, the search timeline, and criteria to be used in assessing candidates’ credentials. Upon announcing the search, the Chancellor or designee shall provide a mechanism for members of the applicable College, Department, or Unit to volunteer for service on the search committee. (04/13)

4) PROCEDURES FOR SEARCH COMMITTEES

a) The Chancellor or designee shall convene the committee, preside over the election of a chair, and provide the committee with the draft position description and a tentative search timeline. (04/13)

Implementation Date: Upon FASRP Publication

Signed: Geoffrey Peterson
Chair of the Faculty Personnel Committee

Signed: Katie Wilson
Chair of the Academic Staff Personnel Committee

Send to: University Senate Office