REPORT FOR THE UNIVERSITY SENATE

University Senate Committees: University Senate Executive Committee

**Brief History of Issue - why the issue is being considered:**
University Staff were being left out of the search process for directors of units that employed university staff members

**Points Discussed by Committee:**
- Personnel committees used to be consulted but through the years this has changed
- Consultation with the wrong personnel committee has occasionally occurred
- Streamlining the committee formation process is beneficial
- Additional feedback is appreciated by concerned parties

**Pros of Recommendation:**
- To ensure participation by members of each of the three shared governance Personnel Committees in the formation of the search committee for unit directors and the Dean of Students
- Appointments to the search committee are seen to be legitimate if consultation occurs

**Cons of Recommendation:**
- May result in additional meetings
- Difficulties in convening all the committees together

**Technology/Human Resource Impact:**
- Update FASRP
MOTION FOR THE UNIVERSITY SENATE

The University Senate Executive Committee by a vote of _14_ for to _0_ against on September 20, 2016

Recommends that the following changes be made to the Faculty and Academic Staff Rules and Procedures, Part III, Article 5: Personnel Policies and Procedures, Section D – Joint Personnel Policies and Procedures (page 106); ..... 


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. (US 4/13)

a) Associate/Assistant Academic Deans

The Chancellor or designee, in consultation with the Faculty Personnel Committee, shall appoint a committee made up of at least two faculty members from the College, one academic staff member from any area, one university staff member, and one student. (US4/14)

b) Chairs and Library Director

The faculty of the department (or the library, as applicable) or a committee selected by the faculty of the department shall constitute the search committee. It is recommended that the search committee include one university staff member from the department or library as appropriate.

c) Directors and Deans of Students

(1) Applicability

This process applies to those positions with an official title code in the director series and Dean of Students and Associate/Assistant Deans of Students. For those positions without the official title code but with Director in the working title or with director-type responsibilities (e.g., with control over a unit or program), see (3) below. (US 4/14)
(2) Committee Formation

The Chancellor or designee, in consultation with the Academic Staff Personnel Committee and/or the Faculty Personnel Committee, and/or the University Staff Council Personnel Committee as appropriate, shall appoint a committee made up of at least one unclassified university academic staff member and one university staff member from the unit or division, one university faculty member, and one student. (US 9/16)

(3) “Director” Positions

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