

11-18-1985

Revision for Re-designation of Departmental Chairs

The College at Brockport, College Senate

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TO: President John E. Van de Wetering

FROM: The Faculty Senate Meeting on 11/7/85
(Date)

RE: X I. Formal Resolution (Act of Determination)
 _____ II. Recommendation (Urging the fitness of)
 _____ III. Other (Notice, Request, Report, etc.)

SUBJECT: Revision of the Procedure for Re-designation of Departmental
 Chairpersons and Academic Program Directors



Signed [Signature] Date Sent 11/7/85
 (For the Senate)

TO: The Faculty Senate

FROM: President John E. Van de Wetering

RE: I. Decision and Action Taken on Formal Resolution
 a. Accepted. Effective Date 11/11/85
 b. Deferred for discussion with the Faculty Senate on _____
 c. Unacceptable for the reasons contained in the attached explanation

II., III. a. Received and acknowledged
 b. Comment:

DISTRIBUTION: Vice Presidents: see attached list

Others: _____

Distribution Date: 11/13/85 Signed: [Signature]
 (President of the College)

Date Received by the Senate: _____

The revised procedures are presented below with all changes in wording underlined. Please note that these changes are procedural in nature, not policy changes.

REVISED VERSION:

VI. Re-designation of Chairpersons and Academic Program Directors

- A. In the event the President of the College is considering the redesignation of a Chairperson, Program Director, etc., this shall not preclude appropriate faculty consultation concerning such a redesignation. Therefore, the faculty or department concerned shall select a committee (the composition to be the same as provided under IV. A. of this Resolution) to review the proposed redesignation and shall submit its recommendation to the President, through the Dean and/or Vice President as appropriate. An O/C shall also be appointed by the Chair of the Faculty Senate APT Committee in consultation with the Faculty Senate President to serve with the Re-designation Committee (See III. Functions of the O/C and IV. Structure of the Search).
- B. In late August, the Director of Personnel will submit to the Office of the Academic Vice President a list of Chairpersons and Directors whose terms end during the academic year. After consultation with the appropriate Deans, the Office of the Academic Vice President will send a letter to the Faculty Senate, either on or about the 1st of October, indicating a vacancy or consideration of redesignation, requesting that an O/C be appointed, and identifying the appropriate Dean as the designee in the search or redesignation process. Copies of these letters will be sent to the Chairperson, the Dean, and the Office of Faculty and Staff Relations.
- C. The review or search process shall follow all appropriate College policies and appropriate departmental policies. An attempt will be made to complete reviews or searches prior to April 1.

Rationale:

- (1) According to the SUNY - Board of Trustees Policy Handbook, Chairs and Directors are "designated," not appointed.
- (2) The revised procedure allows the Deans to consult the Chairs and Directors about this interest in continuing in their present positions.
- (3) A deadline of April 1 to complete reviews and searches is more realistic than "six months prior to the end of their current appointments."

REVISION OF THE PROCEDURE FOR RE-DESIGNATION OF
DEPARTMENTAL CHAIRPERSONS AND ACADEMIC PROGRAM DIRECTORS

The proposed revision will supersede Section VI of Faculty Senate Resolution #7 (1983-84) which is presented below.

OLD VERSION:

VI. Re-appointment of Chairpersons and Academic Program Directors

- A. In the event the President of the College is considering the re-appointment of a Chairperson, Program Director, etc., this shall not preclude appropriate faculty consultation concerning such a re-appointment. Therefore, the faculty or department concerned shall select a committee (the composition to be the same as provided under IV. A. of this Resolution) to review the proposed re-appointment and shall submit its recommendation to the President, through the Dean and/or Vice President as appropriate. An O/C shall also be designated to serve with the committee (see III. Functions of the O/C and IV. Structure of the Search).
- B. The Office of Faculty and Staff Relations shall supply to the Senate APT Committee a list of the persons to be considered for re-appointment at the end of their current appointments as Chairpersons or Directors. In order to facilitate a meaningful review in a reasonable time frame, this list shall be supplied at least 11 months prior to the end of such persons' current appointment as Chairpersons and Directors, and the review process should be completed 6 months prior to the end of their current appointments.

If an incumbent has served for less than twelve (12) months, and a re-appointment is being considered, then the evaluation will begin at least two (2) months prior to the expiration of the term, and be completed within a thirty (30) day period of time.