

UConn-AAUP Proposal 9-25-15

(NEW)

Faculty Governance – Department Documents

FACULTY PARTICIPATION IN DEPARTMENT GOVERNANCE

STATEMENT OF PRINCIPLE

*By virtue of their command of their disciplines, University faculty shall govern the departments in which they will exercise their judgments. Governance shall take the form of **selection and evaluation of faculty members, curriculum development, research directions, and utilization of financial resources**. The sections that follow ensure meaningful participation by department faculties, including the assurance of procedural regularity and fair play. Administrative decisions should be communicated in a timely manner to department faculty.*

CONTRACTUAL GOVERNANCE

Each department or school faculty shall develop Department/School Governance Statements for the governance of their departments. These statements shall be made available for review on a departmentally determined stable webpage and updated and maintained by the department/school personnel. The following Department Governance Statements shall be required for each Department/School:

- A. Bylaws*
- B. Merit Criteria*
- C. Promotion and Tenure*
- D. Workload Policies*
- E. Minutes including key votes and decisions of Department committee meetings*

Department Governance Statements shall not conflict with provisions of the collective bargaining agreement. These documents shall be drafted by faculty-elected department committees and shall require approval by a majority of eligible department voters.

A. By-laws - the By-laws of each Department/School shall include but not be limited to the following:

- 1. Preamble defining the academic and research mission of the Department/School;*
- 2. Organization of the Department/School to include Heads, Program Directors and committee Chairs and their responsibilities, members of the Department/School including any joint appointments, and procedures for conducting business;*

3. *Voting rights – Determination of criteria for eligible voters;*
4. *Faculty Committees – Each Department/School shall have a documented system for providing faculty input in governance. Such system shall include the following information:*
 - a. *Identification of standing and ad-hoc committees and their function in providing governance in the areas defined by the Department/School;*
 - b. *The election process and criteria for determining Faculty eligibility for Department/School committees;*
 - c. *The size, composition and operational guidelines of each committee and the term of office for its members;*
 - d. *The process for replacement or recall of faculty elected to each committee; and*
 - e. *The process for review of the documented system every 5 years.*
5. *Amendments – procedure for amending the By-laws*

B. Merit Policies - refer to Article 25 of the collective bargaining agreement.

C. Promotion, Tenure and Reappointment - Each department shall have a Departmental PTR Advisory Committee selected according to a method approved by a majority of the departmentally determined eligible faculty voting members. This Committee:

- *Shall advise the Department Head on promotion, tenure, and reappointment;*
- *Shall review the faculty member's PTR File and appraise the performance and potential for teaching, scholarship and/or creative accomplishments, and service of the individual under consideration, basing its evaluations on the criteria listed in the Laws and By-Laws of the University of Connecticut, Article XIV. This evaluation should take into account the assignments of the individual, including appointment at sites other than the Storrs campus;*
- *Shall advise the Department Head by making a formal recommendation by vote and summarizing its evaluation and vote in a written report;*
- *Shall follow prescribed procedures outlined in the Provost's Guidelines on Promotion, Tenure, and Reappointment*

*D. Workload Policies - Workload policies shall be consistent with the "Assignment of Professional Responsibilities" article of the collective bargaining agreement. See, *Infra* at pg.*

F. Minutes of Department Committees - The posting of the minutes for each meeting shall be consistent with Connecticut State Statute.

For the Union

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