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

Michael Bailey

For the Administration

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