

PROCEDURE FOR FACULTY ASSOCIATION CONSIDERATION OF CREATION OF
NEW ACADEMIC UNITS AND STRUCTURAL CHANGES ACROSS DEPARTMENTS,
DIVISION, AND/OR COLLEGES

Introduction

This procedure is designed to make clear the process of collegial governance and consultation on issues of academic organization and reorganization in instances where the President or his designee is able to implement the relevant provisions of the constitution. The University's policy on such issues already exists, both in the Constitution and in the Bylaws of the Faculty Association: Article V of the Constitution and Article II of the Faculty Association Bylaws state that the Faculty Association shall be consulted on matters of academic organization and reorganization, recognizing (in the words of Article I of the Constitution) that the authority for decision within the University resides by law in the Office of the University President. Yet no institution of higher learning can achieve its mission in the absence of the direct participation of its members in the decisions that affect their work."

The procedure described below is intended to clarify the process by which the President or his designee may consult with the Faculty Association with regard to changes in academic organization.

Procedure

1. All proposals forwarded for consultation to the Faculty Association by the President or his designee shall be sent to the Executive Committee for its decision on which Association committees should be involved. An appropriate time line for the completion of consultation should be agreed upon with the Executive Committee.

The Faculty Association Bylaws charge the Faculty Affairs Committee "review [of] policies ... with regard to ... the organization and/or re-organization of academic unit." Changes in organization could involve matters of concern to other committees as well; a joint subcommittee might even be the most effective. Thus, it is appropriate for the Executive Committee, as the Committee charged to send items to the appropriate committees, to supervise this process.

2. The Executive Committee will forward the proposal to the appropriate committees or subcommittees, and, at its discretion, to the college/division/department curriculum committees it judges to be most directly affected. The Executive Committee's request for comments shall be accompanied by a reasonable and timely date for reply.

In most cases, committees will either be unnecessary or require very little time, because those units will already have been consulted in the process of drawing up a proposal.

(Procedure for consideration of changes in academic organization)

3. After comments have been received from these committees, the Executive Committee will send the proposal to all appropriate constituencies and will schedule open public hearings on the proposal.

The major reason for this additional public step is to make sure that all constituencies, including those, like students, who might not otherwise be heard, have a chance to comment on proposed changes.

4. At the conclusion of the process, the Executive Committee will submit the proposal to the Faculty Association for a vote. The Faculty Association's recommendation will then be forwarded to the Provost and Vice President for Academic Affairs, and thence to the President for the final decision.

Adopted by the Rules & Appeals
Committee. March 24, 1987.
Updated by Faculty Association
President to reflect changes in
names and bylaws, October 30,
2007.