**ASU-Jonesboro Faculty Senate Resolution 01-2013 Selection of Department Chairs, Academic Deans, and the Vice Chancellor and Provost Revised**

**Proposed Change to ASU-Jonesboro Faculty Handbook**

**Submitted by the ASU-Jonesboro Faculty Senate Ad hoc Committee on ASU-Jonesboro Faculty Handbook Concerns Spring 2013**

**Approved by the ASU Faculty Senate in Final Form October 4, 2013**

**Submitted to the ASU SGOC on October 8, 2013**

**Members of the Committee: Dr. John Hall, Committee Chair; Dr. Bill Humphrey, Dr. Mike McDaniel, Professor William Rowe, & Instructor Pradeep Mishra.**

**Rational for the Proposal**

Shared governance calls for faculty members to have a significant role in the selection of academic administrators including department chairs, academic deans, and the Vice Chancellor and Provost. Furthermore, these positions should be filled only after an external search or internal appointment. Finally, candidates for these positions should reflect racial, ethnic, and gender diversity.

Therefore, the ASU-Jonesboro Faculty Senate upon the recommendation of the ASU-Jonesboro Faculty Senate Ad hoc Committee on ASU-Jonesboro Faculty Handbook Concerns calls for the existing wording in the current ASU-Jonesboro Faculty Handbook in sections II.f. , II.g., and II.h. to be replaced with the wording listed below in bold italics. The remaining lettered headings in section II would then be re-lettered to accommodate these changes.

Existing ASU Faculty Handbook Language

**II.f. Selection of Department Chairs and College Deans**

When a department chair or dean position becomes vacant it will be filled either through an external search or an internal appointment. Determination of whether an external search will be conducted or an internal appointment will made will be determined by consultation between the dean and the Executive Vice Chancellor and Provost in the case of a department chair vacancy or in the case of a dean vacancy consultation between the Executive Vice Chancellor and Provost and the Chancellor.

*External Search*: When a department chair or college dean position becomes vacant, procedures similar to those set forth for faculty selection will be followed. A search committee will be formed (by the dean for a chair position; by the Executive Vice Chancellor and Provost for a dean position). Care should be taken to ensure that the search committee is broadly representative of the department or college. The appropriate department or college committee will screen applicants. When screening has been completed, the committee should consult with the dean or Executive Vice Chancellor and Provost for chair and dean positions to determine which candidates should be invited for interviews. Candidates will reflect racial, ethnic and gender diversity.

Faculty members should be given the opportunity to meet with candidates, evaluate their credentials, and express their opinions to the committee.

The search committee will make its recommendation to the appropriate administrator before the final selection is made. In most instances, a consensus will have emerged regarding the acceptable candidates.

The Chancellor has final responsibility for academic administrative appointments subject to approval by the President and Board of Trustees.

*Internal Search:* When an internal appointment is to be made, the Dean or Executive Vice Chancellor and Provost as appropriate will conduct a modified search, consulting with the appropriate groups. Such a search may include:

1. Announcement of the vacancy and solicitation of interest in the position by faculty in the department or college.

2. Interviews of the faculty exhibiting interest in the position with the department or college faculty.

3. Interviews of the faculty in the department or college by the dean or

Executive Vice Chancellor and Provost.

4. Private interviews of the faculty exhibiting interest in the position by the dean or Executive Vice Chancellor and Provost as appropriate.

Proposed ASU Faculty Handbook Language

***II.f. Selection of Department Chairs***

***When a department chair position becomes vacant it will be filled either through an external search or an internal appointment. Determination of whether an external search will be conducted or an internal appointment will be made will be determined by consultation between the dean and the Vice Chancellor and Provost.***

***When an internal appointment is made, the Dean of the College will conduct a modified search, consulting with the appropriate groups. Such a search will include:***

***1. Announcement of the vacancy and solicitation of interest in the position by faculty in the department. Candidates for the position should reflect racial, ethnic, and gender diversity.***

***2. Interviews of the faculty member(s) exhibiting interest in the position with the departmental faculty.***

***3. Interviews of the faculty exhibiting interest in the position by the Dean of the College or Vice Chancellor and Provost.***

***4. The College Dean will solicit input on the applicant(s) from all faculty members in the department prior to making a selection.***

***When an external search is conducted procedures similar to those set forth for faculty selection will be followed. A search committee will be formed by the dean. Care should be taken to ensure that the search committee is broadly representative of the department. The search committee will screen applicants. When screening has been completed, the committee will consult with the dean to determine which candidate(s) should be invited for interview(s). Candidates should reflect racial, ethnic and gender diversity.***

***Faculty members should be given the opportunity to meet with candidate(s), evaluate their credentials, and express their opinions to the search committee.***

***The search committee will make its recommendation to the Dean before the final selection is made. In most instances, a consensus will have emerged regarding the acceptable candidate(s).***

***The Chancellor has final responsibility for academic administrative appointments subject to approval by the President and Board of Trustees.***

***II.g. Selection of Deans (College Deans, Dean of the Graduate School and Dean of the Library)***

***When a dean position becomes vacant it will be filled either through an external search or an internal appointment. Determination of whether an external search will be conducted or an internal appointment will be made will be determined by consultation between the Chancellor and the Vice Chancellor and Provost.***

***When an internal appointment is made, the Vice Chancellor and Provost will conduct a modified search, consulting with the appropriate groups. Such a search will include:***

***1. Announcement of the vacancy and solicitation of interest in the position by faculty members in the college or in the case of the Dean of the Graduate or the Dean of the Library faculty members within the University. Candidates for the position should reflect racial, ethnic, and gender diversity.***

***2. Interviews of the faculty member(s) exhibiting interest in a college dean position with faculty members in the various departments within the college. When searching for either a Dean of the Graduate School or Dean of the Library interviews with college deans, department chairs and faculty committees (Graduate Council or Library Committee as appropriate) or other appropriate groups.***

***3. Interviews of the faculty members exhibiting interest in the position by the Vice Chancellor and Provost.***

***4. The Vice Chancellor and Provost will solicit input on the applicant(s) from faculty members in each department within the college prior to making a selection. A search for the Dean of the Graduate School will call for input from all members of the Graduate Council and all College Deans. When conducting a search for a Dean of the library input will be solicited from all College Deans and Members of the University Library Committee as consistent with principles of shared governance.***

***When an external search is conducted procedures similar to those set forth for faculty selection will be followed. A search committee will be formed by the Vice Chancellor and Provost. Care should be taken to ensure that the search committee is broadly representative of the college. The search committee will screen applicants. When screening has been completed, the committee will consult with the Vice Chancellor and Provost to determine which candidate(s) should be invited for interview(s). Candidates should reflect racial, ethnic and gender diversity.***

***Faculty members should be given the opportunity to meet with candidate(s), evaluate their credentials, and express their opinions to the search committee.***

***The search committee will make its recommendation to the Vice Chancellor and Provost. In most instances, a consensus will have emerged regarding the acceptable candidate(s).***

***The Chancellor has final responsibility for academic administrative appointments subject to approval by the President and Board of Trustees.***

Existing ASU Faculty Handbook Language

**II.g. Selection of the Executive Vice Chancellor and Provost**

When the position of Executive Vice Chancellor and Provost is to be filled, the Chancellor will make the appointment after consultation with representatives from the faculty, academic administrators, academic support staff, and students. Candidates for the position will reflect racial, ethnic, and gender diversity.

Proposed ASU Faculty Handbook Language

***II.h. Selection of the Vice Chancellor and Provost***

***When the position of the Vice Chancellor and Provost is to be filled a determination of whether an external search or an internal appointment will be made by the Chancellor following consultation with the representatives from the faculty including the Executive Committee of the Faculty Senate, academic administrators, academic support staff, and students. The process for an external search will be similar to the Selection of Department Chairs and Deans as noted in Section II.f & g. When an internal appointment is conducted the Chancellor will seek input from the appropriate constituency groups (Deans Council, Chairs Council, Faculty Senate, Staff Senate, SGA, GSC, external groups, etc.) and consider their recommendations specific to the selection and appointment of the Vice Chancellor and Provost. Candidates for the position should reflect racial, ethnic, and gender diversity. The Chancellor will make the appointment.***

***When an external search is conducted procedures similar to those set forth for faculty selection will be followed. A search committee will be formed Chancellor. Care should be taken to ensure that the search committee is broadly representative of the colleges and the appropriate constituency groups. The search committee will screen applicants. When screening has been completed, the committee will consult with the Chancellor to determine which candidate(s) should be invited for interview(s). Candidates should reflect racial, ethnic and gender diversity.***

***Faculty members and members of appropriate constituency groups should be given the opportunity to meet with candidate(s), evaluate their credentials, and express their opinions to the search committee.***

***The search committee will make its recommendation to Chancellor. In most instances, a consensus will have emerged regarding the acceptable candidate(s).***

***The Chancellor has final responsibility for academic administrative appointments subject to approval by the President and Board of Trustees.***