


The College of Social and Behavioral Sciences

	Policy:	
	<h3>Extraordinary Reviews of Unit Heads or Directors</h3>	
	Revision: 17 October 1998	Effective: 17 October 1998

Policy

I Faculty in a unit who wish to initiate an extraordinary review of the head or director, under University Handbook for Appointed Personnel Section 5.09.03, should bring a request to the Dean to initiate such a review. The Dean and the Faculty Advisory Council will review the request jointly, explore alternative options with the requesting faculty, and make a joint determination regarding initiation of a vote on whether or not to hold the review. The Dean and the Faculty Advisory Council will hold a vote among the unit faculty on whether or not to hold an extraordinary review if:

- (a) such a review would meet the restrictions described in University Handbook for Appointed Personnel Section 5.09.03, *and either*
- (b) fifty per cent of the voting faculty request that a vote be held, *or*
- (c) the Dean and the Faculty Advisory Council determine that the number of requesting faculty and/or the circumstances described are substantial enough to warrant holding a vote. Any member of the Faculty Advisory Council who is a member of the unit in question will not vote on this issue.

For purposes of this policy, and in accord with University policy on extraordinary reviews, A voting faculty includes (a) tenured, tenure-eligible, continuing and continuing-eligible faculty, whether full- or part-time, who hold their tenure or continuing-status homes in the unit; (b) instructors or lecturers who have not completed their

doctoral degrees but whose appointments will automatically be converted to assistant professorships, tenure-eligible, when their degrees are completed; and (c) multi-year lecturers. The head or director, if a member of the voting faculty in the unit under provisions (a), (b), or (c), is eligible to vote. Each member of the voting faculty casts one full vote, regardless of full- or part-time status in the unit.

If it is determined that a vote on whether to hold an extraordinary review should be held, the Chair of the Faculty Advisory Council (or another member of the F.A.C. if the Chair is a member of the unit in question) will distribute ballots to voting members of the unit. The double-envelope secret balloting procedure will be used to ensure validity of all ballots and anonymity of voters. Votes (the petition) will be counted by the Chair of the F.A.C. (or by another member of the F.A.C. if the Chair is a member of the unit in question), and will be communicated to the Dean. If 50 per cent or more of the voting faculty in the unit vote in favor of holding an extraordinary review, the Dean will initiate the review, which will follow the procedures described in University Handbook for Appointed Personnel Section 5.09.02 -- 5.09.06.

Knowledge