

**SAN JOSE STATE UNIVERSITY
ONE WASHINGTON SQUARE
SAN JOSE, CA 95192**

F10-5, Policy Recommendation, Selection and Review of Administrators

Legislative History: Amends S06-3

This proposed modification to S06-3 is designed to clarify the procedure for submitting faculty and staff nominations to serve on search and review committees. Although candidates are asked to submit statements of interest in the call for nominations, there is no specific requirement to do so in the existing policy.

At its meeting of December 6, 2010, the Academic Senate approved the following policy recommendation presented by Senator Kimbarow for the Organization and Government Committee.

**Action by University President: Approved by President
Don Kassing**

Date: January 18, 2011

**POLICY RECOMMENDATION
Amends S06-3, Selection and Review of Administrators**

Whereas, appointments to search committees and review committees should consider the interest, qualifications and experience of nominees, and

Whereas, nominees for search committees and review committees should carefully consider their willingness and ability to serve, therefore be it

Resolved, that Senate Policy S06-3 Section 1.4 be modified as follows:

4. Appointment. For search committees and review committees other than for a college dean and the Dean of the University Library, an open nomination process for potential committee members shall be used. The Academic Senate shall publish notice of intention to appoint a search committee and shall solicit written statements either in hard copy **or electronically** for membership on the committee from the University community. **Nominations must include a statement of interest and qualifications and include the nominee's signed or electronic consent to serve by the published**

nomination deadline. Committee members shall be selected from among those nominated by mutual consent of the President and the Senate Executive Committee. If the President and the Executive Committee cannot arrive at mutual agreement, the President (or Provost, if the search is not for a vice president) shall confer with the chair of the Senate to attempt to arrive at a mutually satisfactory course of action. Failing that, the President or Provost shall appoint the membership. The President or Provost shall select the committee chair from the committee membership.

Rationale: This proposed modification to S06-3 is designed to clarify the procedure for submitting faculty and staff nominations to serve on search and review committees. Although candidates are asked to submit statements of interest in the call for nominations, there is no specific requirement to do so in the existing policy. This proposed modification will codify existing practice and will ensure that the Senate and appropriate administrators have information about nominees to make an informed selection of search and review committee members.

Approved: 10/25/10

Vote: 8-0-0

Present: Burkhard, Desalvo, Hsu, Kimbarow, Lin, Meldal, Miller, Nance

Absent: Beilke, Correia, Lee

Financial Impact: None

Workload Impact: **Minimal impact associated with developing a statement of interest and qualifications in support of a nomination**