

Repealed by [F98-2](#)

## S73-13 Faculty Review of College (School) Deans

### Legislative History:

At its meeting of April 9, 1973, the Academic Council passed the following policy as presented by Dr. John Galm, Chairman of the Professional Standards Committee.

**ACTION BY THE UNIVERSITY PRESIDENT:**

"Approved." Signed: John H. Bunzel, May 15, 1973.

**POLICY RECOMMENDATION**  
**FACULTY REVIEW OF SCHOOL DEANS**  
S 73-13

1. The School Dean: Responsibility of the Dean and purpose of the faculty review.

1.1 The Dean of a School represents its faculty, the Academic Vice President, and the President in the academic governance of the School. In consultation with his faculty and within the limits of University and system policy, he is responsible for the direction of the School, the integrity of its education, the quality of its faculty, and the effectiveness of its operation.

1.2 The School Dean is appointed by the President, normally for a term of six years, and serves at the pleasure of the President. In the second semester of the fifth year of his term, a review of the Dean shall be initiated according to the provisions of this policy. The review shall be concluded early in the sixth year of the Dean's term. The purpose of the review of Deans is to give school faculties an effective and formal opportunity to inform and advise the President of the performance of the Dean and the condition of the School.

2. The Review Committee.

2.1 The Review Committee shall be composed of seven tenured faculty members:

a) Four faculty members in the School, elected as provided in section 2.2.

b) Two department chairmen in the School, elected by secret ballot at a meeting of the chairmen in the School under the direction of the Academic Vice President.

c) One faculty member from outside the School, appointed by the President.

2.2 The election of the faculty members to the Review Committee shall be under the supervision of the School Elections Committee (if one exists), or else under the supervision of the School's elected representatives to the Academic Council acting as an Ad Hoc Elections Committee. The Elections Committee shall call for nominations from the School faculty, and no name can be placed in nomination without supporting signatures from ten percent of the School faculty (FTE/F). If more than one faculty member is nominated from a single department, the department shall hold its own run-off election so that no department will have more than one nominee on the School election ballot. Only full-time faculty members (regular or temporary) shall be eligible to support a nomination.

2.3 Upon close of the nomination period, elections shall be conducted in the same manner as elections to the Academic Council.

### 3. The Criteria for Review.

3.1 The Review Committee, after consultation with the Academic Vice President, shall specify the criteria for evaluating the Dean's performance in his position. The Dean and the Academic Vice President shall be asked to examine the criteria developed, and to make such comments or suggest additions as they deem advisable. In general, the Dean shall be evaluated with respect to his performance in these general areas: faculty development, program development, and overall management and administration.

3.2 In developing its criteria, the Review Committee shall also consult the criteria for selection of School Deans and any criteria of decanal performance or selection previously developed by the School itself.

### 4. Conduct of the Review.

4.1 The Review Committee shall specify the criteria of review according to the provisions of Section 3, and develop, in consultation with the Academic Vice President, its procedures for conducting the review.

4.2 Review procedures shall be such as to ascertain fairly and accurately faculty opinion of the condition of the School and record of the Dean. Every faculty member within the School shall be given the opportunity, by means of a standardized form, to provide facts and judgments pertinent to the evaluative criteria. The form shall also provide opportunities for written comments. Departments and programs shall be given the opportunity to provide a confidential departmental judgment of the Dean's performance with respect to the specified criteria. The Dean shall be given the opportunity, if he wishes, to provide the Review Committee with a self-evaluation in terms of the criteria for evaluation. As it deems appropriate, the Review Committee may also consult, on a representative basis, students, support

staff, or others who may have information relevant to the criteria. There shall be no direct vote or ballot of the School faculty or departments on the question of whether or not the Dean should be considered for reappointment.

## 5. Report of the Review Committee.

5.1 The Review Committee shall consult with the Academic Vice President before drafting its report. Following that consultation, and at the conclusion of its evaluative activities, the Review Committee shall prepare a written report embodying faculty opinion as expressed and the Review Committee's own findings and conclusions regarding the condition of the School and the record of the Dean. The report of the Review Committee shall include, but not be limited to, the following specifics:

- a) A representation of the strengths and weaknesses faculty members found in the Dean, with respect to the evaluative criteria.
- b) A representation of the judgment of the faculty members with respect to the condition of the School.
- c) The judgment of the Review Committee with respect to a) and b) above.

All raw data collected for the review shall accompany, but not be part of, the Review Committee's report.

5.2 The report may contain a specific recommendation by the Review Committee that the Dean be reappointed or not be reappointed. A majority vote of the Review Committee shall be sufficient to approve the report; the numerical vote shall be stated in the report. A minority report or reports shall be annexed if requested by any member of the committee.

5.3 Before the report is submitted to the President through the Academic Vice President, the Review Committee shall:

- a) Provide a draft copy of the proposed report to the Dean;
- b) Provide the Dean with an opportunity to meet with the Review Committee in order to discuss the report;
- c) Provide the Dean with the opportunity to annex a written statement which shall become a part of the report to the President.

## 6. Confidentiality.

The opinions and judgments received by the committee, the report of the Review Committee, and any

accompanying materials, shall be held in confidence by the Review Committee, the Dean, and the officers of the University.

#### 7. Action of the President.

Before reaching his decision about whether or not the Dean should be offered reappointment, the President shall discuss the report separately with the Review Committee and the Dean of the School. The President shall also consult such other sources of information as he deems appropriate.