

Reference Number: S82-87

Senate Approval Date: Friday, January 01, 1982

ADMINISTRATIVE REVIEW COMMITTEES

Academic Senate Policy #S82-87

Principles

a. In keeping with the concept that confidentiality is of primary importance, we recommend that the person undergoing review not be allowed to select one member of his/her committee. Instead, that individual should be allowed to consult with the President on the constituted membership of the entire committee prior to the final decision. Such consultation would allow for adjustments, if necessary, in balance and representation. (Modification by the President, see below*).

b. We recommend that the pool of faculty names given to the President be twice as large as the number which will serve on the review committee, and that the pool be constituted according to the usual elections procedures of the unit involved.

Examples

a. School Deans and School Associate Deans - "5 members drawn from within and outside school in question."

| <u>Composition</u> | <u>Pool</u> | <u>Source of Pool</u> |
|----------------------------|-------------|------------------------------------|
| 3 faculty | 6 names | School in question |
| 1 faculty or administrator | 2 names | Senate recommendation |
| 1 member | *3 names | *Selected by person to be reviewed |

b. Provost, Associate Provost for Faculty Affairs, Associate Provost for Academic Programs, Dean of Graduate Studies and Research, Dean of Undergraduate Studies, and Dean of Continuing Education - "5 members from Academic Affairs and the University-at-Large."

| <u>Composition</u> | <u>Pool</u> | <u>Source of Pool</u> |
|--|-------------|------------------------------------|
| 2 faculty | 4 names | Senate |
| 2 members Academic Affairs (perhaps 1 School Dean) | 4 names | Academic Affairs |
| 1 member | *3 names | *Selected by person to be reviewed |

c. Director of Library - "5

members drawn from within and outside Library.”

| <u>Composition</u> | <u>Pool</u> | <u>Source of Pool</u> |
|----------------------------|-------------|------------------------------------|
| 2 members of Library Staff | 4 names | Library |
| 2 faculty outside Library | 4 names | Senate |
| 1 member | *3 names | *Selected by person to be reviewed |

d. Associate Provost for Educational Support Services - “5 members, University Faculty, Associated Students, ESS, University Administrator.”

| <u>Composition</u> | <u>Pool</u> | <u>Source of Pool</u> |
|---|-------------|-------------------------------------|
| 1 faculty member | 2 names | Senate |
| 1 student | 2 names | Associated Students |
| 1 ESS staff | 2 names | ESS staff |
| 1 University Administrator (perhaps a Director of ESS Unit) | 2 names | Academic Affairs |
| 1 Member | *3 names | *Selected by person to be reviewed. |

e. Vice President of Administration, Comptroller, other administrators as designated - “5 members from within and outside units involved.”

| <u>Composition</u> | <u>Pool</u> | <u>Source of Pool</u> |
|----------------------------|-------------|------------------------------------|
| 2 members from within unit | 4 names | Unit involved |
| 1 Dean, School | 2 names | Deans and Provost |
| 1 faculty | 2 names | Senate |
| 1 member | *3 names | *Selected by person to be reviewed |

*** ACCEPTED BY PRESIDENT ROMBERG MARCH 16, 1982 ***
