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SR-90-91-(86)238 (FPC)

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FACULTY PERSONNEL COMMITTEE  
Recommendation

**SR-90-91-(86)238 (FPC)**

To approve the attached procedures for the search process for Academic Deans/Director of Libraries vacancies.

**FACULTY SENATE PRESIDENT:**

APPROVED  
BY SENATE: Kathryn Cheizik DATE: 3/21/91

DISAPPROVED  
BY SENATE: \_\_\_\_\_ DATE: \_\_\_\_\_

**UNIVERSITY PRESIDENT:**

APPROVED: \_\_\_\_\_ DATE: \_\_\_\_\_

DISAPPROVED: Alan B. Gaul DATE: 4/8/91

**COMMENTS:**

Approved as amended.

I would like to take the time to share this recommendation with other  
appropriate constituencies for their input, at which time I will share those  
recommendations with the President of the faculty Senate for reconsideration.

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**SR-90-91-(86)238 (FPC)**

## **Recommendations for Deans and Director of Libraries Searches**

The search process for a dean or director of libraries vacancy will be initiated by the provost or Vice President for Health Sciences.

### ***Committee Composition***

The majority of search committee members for deans or director of libraries should be faculty with total representation as follows:

- 1 faculty representative from each department within the college or library (or as many additional representatives as needed to create a faculty majority) to be elected by the departments,
- 1 dean from outside the college, appointed by the deans' council,
- 1 graduate student appointed by GSA, in those colleges with graduate programs and
- 1 undergraduate student appointed by SGA.
- 1 member of the staff in the college appointed by Staff Council
- 1 chair from within the college chosen by the chairs within the college

Individual colleges may add up to two outside representatives as long as faculty are a majority on the committee.

### ***Committee Chair***

The committee, once convened by the provost, will elect a chair.

### ***Committee's Role***

The committee's role in the search process is the initial wording and placement of advertising, initial screening of applications, screening of candidates, providing an opportunity for faculty to meet with candidates, collecting feedback from various meetings with candidates, and recommending to the provost a candidate for hiring.

### ***Other Procedures***

All searches for deans and for director of libraries shall be conducted when classes are in session during spring and fall terms to permit greatest faculty and student involvement. If vacancies occur between class sessions, interim appointments could be made until the committee completes its search.

At least two candidates will be interviewed. Internal candidates will be judged by the same criteria as external candidates. No special preference will be granted to internal candidates. The committee, also, will not be compelled to interview internal candidates (unless the internal candidate is one of those determined to be best qualified to fill a position).