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**Proposal to update *Faculty Policies and Procedures* Chapter 4 (“The Faculty Divisions”)**

The University Committee recommends the changes to *FPP* Chapter 4 indicated below, in order to clarify and simplify divisional membership, bring *FPP* in line with practice on some points, and modify practice on other points. Specifically:

- Sections 4.02. and 4.03. as currently written describe a process whereby the University Committee, in consultation with the departments and the divisional committees, establishes the divisional membership of departments, and then faculty in those departments select their individual divisional membership based on that departmental membership. This has not been the process for quite some time. In fact, this is the opposite of what we have been doing. We currently ask each newly hired faculty member to select the division that best fits their scholarship and then we determine departmental divisional membership based on the membership of that department’s faculty. The changes proposed here are to bring *FPP* into line with that practice.
- Section 4.10.A.: The changes to the first part of this section are recommended at the request of the Arts and Humanities divisional committee. There are approximately 35 departments currently in A&H (compared to 53 in Biological Sciences, 28 in Physical Sciences, and 40 in Social Sciences), making the selection of 12 individuals from different departments increasingly difficult. The divisional committee considered changing the language to allow for two members from departments over a certain size, but discarded that idea in favor of allowing two members from any department because (a) it is already difficult to recruit divisional committee members and (b) there is a perception that large departments already have more power.
- Section 4.10.A.: The changes to the latter part of this section are to allow committee members filling out partial terms to be re-elected.
- Section 4.10.E.: The new language about co-chairs is intended to reflect that some of our divisional committees currently operate with co-chairs rather than a single chair. There has not been a report from a division to the faculty in at least several years, and likely some decades. This change maintains the chair’s ability to make such a report, if they so choose.
- Section 4.30.: The existing language dates to a time before online systems enable the posting of information. This change reflects the fact that physical documents are no longer distributed.

*With markup*

## CHAPTER 4: THE FACULTY DIVISIONS

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### **4.02. DEPARTMENTAL MEMBERSHIP IN DIVISIONS.**

Each academic department (or the equivalent as defined in 5.01., hereinafter also called “department”) shall be a member of at least one faculty division. ~~The University Committee, after consulting the departments and the divisional executive committees, shall assign each department to at least one of the divisions established in 4.01., subject to the approval of the university faculty. A dispute as to divisional membership shall be settled by the Faculty Senate on the recommendation of the University Committee.~~ is a member of every faculty division in which their faculty are members. The secretary of the faculty shall maintain a record of the composition of the divisions ~~including any changes approved by the faculty.~~ based on the divisional membership of each department’s faculty as defined in 4.03.

### **4.03. INDIVIDUAL MEMBERSHIP IN DIVISIONS.**

A. Each university faculty member as defined in 1.02. shall be a member of one, and only one, division. ~~This will be the division to which his/her department belongs. All faculty members in a department that belongs to more than one division, or who holds appointments in departments in different divisions, shall elect at the time of initial appointment that the division most appropriate according to his/her their research and teaching. If a change in an individual’s divisional membership becomes appropriate, or if the most appropriate division is one in which his/her department is not a member,~~ the divisional executive committee may grant divisional membership to the individual upon application and recommendation of the dean. A disagreement as to individual divisional membership shall be settled by the University Committee.

### **4.10. DIVISIONAL EXECUTIVE COMMITTEES: MEMBERSHIPS.**

A. STRUCTURE. Each divisional executive committee shall consist of at least twelve members elected by the divisional faculty. The specific size of the membership and organizational structure of the committee shall be determined by the faculty of the division. Where there is a separation of functions among subcommittees within a particular divisional executive committee, no fewer than twelve members shall provide the tenure review function. No more than two members of each committee/subcommittee shall have tenure in the same department. No more than two members of each committee/subcommittee shall have tenure in the same department. If two members from the same department are serving, they may not have exactly overlapping terms. The total tenure appointments of members from a single department shall not exceed 250%. Members of each committee/subcommittee shall be elected for staggered three-year terms and may not succeed themselves on that particular committee/subcommittee, unless they were appointed to fill a partial term. Faculty shall not serve concurrently on more than one divisional committee/subcommittee (this provision does not apply to overlapping bodies created to coordinate committees/subcommittees). Individuals are eligible for re-election to a particular committee/subcommittee after two years.

E. CHAIR. Each executive committee shall annually elect a chair or co-chairs from among one of its members chair. He/she shall The chair may report annually to the divisional faculty.

### **4.30. DIVISIONAL EXECUTIVE COMMITTEES: PROCEDURES.**

A. MEETINGS. Each executive committee shall meet at least monthly throughout the academic year unless the chair considers there is insufficient business. The schedule of meetings shall be ~~given to committee members, the chancellor, appropriate deans, and chairs of member departments~~ announced at the beginning of each academic year.

*No markup*

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