

Resolution 2007-08-05 Appointment and Evaluation of School Directors and Department Chairs (Revised)

Whereas, the University of Central Florida seeks to sustain growth, productivity and excellence in education and research,

Be it resolved, that the Faculty Senate endorses the following guidelines for appointment and evaluation of directors and department chairs.

All schools/departments must have a full-time director/department chair.

Service Eligibility

A school/department's director/chair serves a term of five years although the appointment is renewable annually. Normally, a director/department chair will not serve more than two successive five-year terms. Except under special circumstances (e.g., as interim or acting) no one with another administrative appointment should serve concurrently as a director/department chair, and no director/department chair should serve concurrently in any other administrative position. Where an outside faculty member is considered for director/department chair appointment, customary academic search procedures should be followed.

Appointment

Each college dean, upon consultation with that college's faculty, will establish a procedure for the appointment and reappointment of directors/department chairs. After due consideration, as hiring agent, the dean will nominate a candidate for director/department chair, whose appointment is subject to approval by the provost and the president. Eligible voters on appointments include all tenured faculty, tenure-track faculty and full-time clinical faculty at the rank of assistant professor and above but eligibility may be extended at the college level by vote of the tenured and tenure-track faculty. College procedures require a record of the vote for appointment and reappointment.

Review & Reappointment

The faculty of the school/department will evaluate directors/department chairs annually. Department/school faculty and others whom the dean deems appropriate will conduct the review. A full review for reappointment will take place during the fifth year. The dean at his or her own initiative or as a consequence of a request by the school/department faculty can institute an interim review.