Proposals for Senate by-law changes concerning the College Personnel Committee (CPC)

The GCOE constitution (6.10) states in regard to the CPC that "specifications [about] composition, organization, jurisdiction, and procedures will be written in the bylaws of the College Senate and will be consistent with University academic personnel policy." The constitution also states (2.3h) that bylaws can be changed by Senate on a 2/3 vote and the announced agenda must include the proposed changes. Underlined text indicates proposed changes.

A. Vacancies
The first part of the change, concerning the by-election, makes explicit the current practice of relying on elections to indicate the faculty’s preferences.
The second part of the change ("or the period that the member is on leave from the CPC") codifies existing practice.
The sentence added at the end extends the spirit of the by-law to cover special situations that tend to arise in our small college.

6.13 If a CPC position becomes vacant before the term expires (e.g., member retires, begins leave, or steps aside), then the Senate Chair, in consultation with the department chairs and current members of the CPC or after holding a by-election if the most recent elections results do not provide sufficient guidance about the faculty’s preferences, shall appoint an individual to complete the term or the period that the member is on leave from the CPC. The same procedure shall apply to appoint additional members to serve on individual reviews when there are not enough eligible CPC members to achieve the minimum number of members for the review to be acceptable to the Provost.

B. Exemptions
The changes are intended to allow for credit for part-year service and for the possibility that sometimes people will agree to serve more than 2 years (e.g., if no-one else is available from their department) or during their exempt period. It is also supposed to convey that anyone serving a split term has the leave in the middle of the two periods counted as part of their exempt period.

6.3 After completing a term of service, the faculty member is exempt from service for two years eligible for exemption from service for a period equal to the length of his or her service. The exemption begins directly after each period of service unless it cannot be exercised then, in which case it is exercised during the first possible opportunity. Department chairs and faculty members under review for promotion or on leave are exempt from service. A faculty member may choose to waive all or part of their exemption.

C. Staggering of terms
The by-laws for CPC need some changing to address the eventuality that the members from any department end up not staggered.

6.6 In March, the Senate Chair shall create a ballot, which includes the list of nominees. The names shall be grouped based on the academic department of the nominee. Eligible voters shall vote for no more than one individual from each of the three departments, except if there are two vacancies for that department, in which case voters shall vote for two individuals from that department.

6.11 The person who receives the largest number of votes within the Curriculum and Instruction grouping shall be elected to the CPC. The person who receives the largest number of votes within the Counseling and School Psychology grouping shall be elected to the CPC. The person who received the largest number of votes within the Leadership in Education grouping shall be elected to the CPC. If there are two vacancies for any department, the person who receives the second largest number of votes shall be elected to the CPC for a one year term. In years when the at-large seat expires, the person with
the largest number of votes among all remaining nominees, regardless of academic department, shall be elected to the CPC.

D. At-large position
The balloting procedure in the by-laws for the member at large does not guarantee that the "at-large member represent[s] all academic departments of the College" and makes things complicated when the Senate chair has to fill a vacancy for that position. The following change would make the at-large position clearly an at-large position.

6.6 In March, the Senate Chair shall create a ballot, which includes the list of nominees. The names for candidates for departmental positions on the CPC shall be grouped based on the academic department of the nominee. Eligible voters shall vote for no more than one individual from each of the three departments. In years when the at-large seat expires, all candidates shall be listed a second time under the heading of "at-large position." Eligible voters shall vote for this position by ranking their preferences numerically.

6.11... In years when the at-large seat expires, the person with the largest number of votes under the at-large heading shall be elected to the CPC. If this candidate has been elected to a departmental position on the CPC, the votes for that candidate shall be distributed to the candidate listed next in preference on each ballot. The counting process is repeated until the position is filled.

E. Rank of reviewers for promotion to full professor
This codifies the intent of the Senate motion of last November. It leaves it open whether associate professors can participate in drafting and discussing these reviews.

6.2 Only tenured faculty members shall serve on the CPC and only full professors shall vote on cases for promotion to full professor.

F. Status of CPC members who are under review
This codifies the University’s personnel policy as expressed by the Associate Provost.

6.2 Only tenured faculty members shall serve on the CPC and only full professors shall vote on cases for promotion to full professor. CPC members who are under review for promotion to full professor shall step aside from the CPC until the review is complete.