

Georgia Southern University

Digital Commons@Georgia Southern

Faculty Senate Index

Faculty Senate

2-1-2013

Periodic Review of Department Chairs

Robert Costomiris

Georgia Southern University

Faculty Welfare Committee

Follow this and additional works at: <https://digitalcommons.georgiasouthern.edu/faculty-senate-index>



Part of the [Higher Education Administration Commons](#)

Recommended Citation

Costomiris, Robert and Faculty Welfare Committee, "Periodic Review of Department Chairs" (2013).
Faculty Senate Index. 251.

<https://digitalcommons.georgiasouthern.edu/faculty-senate-index/251>

This motion request is brought to you for free and open access by the Faculty Senate at Digital Commons@Georgia Southern. It has been accepted for inclusion in Faculty Senate Index by an authorized administrator of Digital Commons@Georgia Southern. For more information, please contact digitalcommons@georgiasouthern.edu.

Approved by the Senate: 2/20/2013

Not Approved by the Senate:

Approved by the President 2/22/2013

Not Approved by the President:

Periodic Review of Department Chairs

Submitted by Robert Costomiris/Chair, Faculty Welfare Committee

2/1/2013

Motion:

In the interests of shared governance and to ensure consistency across academic departments the Faculty Welfare Committee moves that the following policy be adopted by the Faculty Senate and placed in the Faculty Handbook under Section 105.03 "Evaluation of Administrators."

Department Chairs shall undergo a thorough performance review every five years. A request for an earlier review may be made if asked for by a minimum 30% of the department's voting membership*. In the fifth year of a Chair's tenure and as soon as possible after the Chair's fifth annual evaluation, the Dean of the Chair's college shall conduct said review. This review shall include:

- 1) A review by the department's voting membership of the Chair's review portfolio, which shall include, at a minimum: the Chair's CV, the Chair's annual reports to the Dean, a summary of the Chair's accomplishments over the past five years, a summary of the Chair's goals for the department for the next five years, the faculty's annual evaluations (including electronic evaluations) of the Chair, and the Dean's annual evaluations of the Chair.
- 2) A meeting between the Dean and the voting membership of the faculty to discuss the job performance of the Chair
- 3) A vote by the department's voting membership indicating whether they support or not the chair's job performance and including any written comments the faculty wishes to submit.

Voting will be conducted by anonymous ballot at the time of the meeting or by a similar anonymous electronic method. Two members of the department will tabulate votes with the results being presented to department members and the Dean. After considering the advisory vote, and following any further consultation between the Dean and faculty, the Dean will decide if the Chair shall continue employment in that role. Whatever the Dean decides, he/she will provide to the faculty in writing an explanation of his/her decision.

* Voting membership is defined as the "Corps of Instruction" in Article 1, Section 3 of the Statutes of Georgia Southern University and consists of: "full-time professors, associate professors, assistant professors, instructors, lecturers, and teaching personnel with such other titles as may be approved by the Board. Full-time research and extension personnel and duly certified librarians will be included in the Corps of Instruction on the basis of comparable training. Persons holding adjunct appointments or other honorary titles shall not be considered to be members of the faculty."

Rationale:

The role of department chair is crucial to the well-being of a department. Yet, up to this time, there has been no uniformly applied method of evaluating a department chair's performance. Recognizing this need, the Faculty Welfare Committee has drafted the attached motion. It is the committee's expectation that the method of evaluating the department chair outlined in the motion will yield more informed decisions about the performance of department chairs and consequently result in even better departmental governance.

Signed,

Robert Costomiris

Chair, Faculty Welfare Committee

SEC

Response:

2/20/2013: The faculty senate approved this motion unanimously, after a friendly amendment corrected "under Section 105.03" into "under Section 104.03".

Motion Request (FWC):

Moderator Mynard (COSM) noted that this motion was the result of a similar motion approved last year not being approved by President Keel. Since then it had been revised via consultation between the Faculty Welfare Committee and the Council of Deans.

Robert Costomiris (CLASS) read the motion (*the link is above*), noting an amendment to its wording to reflect changes in the numbering of *Faculty Handbook* sections.

The motion was Approved. Provost Bartels praised the productive collaboration of the Faculty Welfare Committee and the Deans.

Parliamentarian Cook raised the issue of a start date for this policy.

Costomiris said that hadn't been discussed because they weren't sure whether an approved policy becomes effective immediately the President approves it, or it has to be "codified" in published sources like the *Handbook* in order for it to be put into effect.

Cook thought it would be prudent and fair for Deans to advise the chairs on when this would come into play so the chairs have lead time for any preparation they might need to do, just as chairs advise faculty of when they will be reviewed.

Costomiris agreed, and Cook further suggested that the Provost, Deans, and chairs develop an implementation plan.