First Reading  
Campus Senate Meeting  
August 30, 2013

UNIVERSITY OF ILLINOIS AT SPRINGFIELD  
CAMPUS SENATE AY 2013/2014  
RESOLUTION 43-4

Modification of Personnel Committee Operating Procedures – Voting Members Defined

WHEREAS, Article 2, Section 1(B) of the UIS Faculty Personnel Policies, which details operating procedures and guidelines for Personnel Committees, requires that a majority of voting members of the committee be present in order for deliberating and voting on the case to take place;

WHEREAS, “voting members” is not defined, and it is therefore unclear how the policy applies to committee members who are on sabbatical or leave of absence;

THEREFORE, BE IT RESOLVED THAT the University of Illinois at Springfield Campus Senate approve the following changes to Article 2, Section 1(B) of the UIS Faculty Personnel Policies.

ARTICLE 2

UNIFORM PERSONNEL COMMITTEE OPERATING AND ELECTION PROCEDURES

Section 1. Operating Procedures

B. Membership on Department or College Personnel Committees is limited to tenured or tenure track faculty unless Department or College by-laws explicitly grant membership
rights to specific categories of non-tenure track faculty. Deliberations and voting by all personnel committee members shall be conducted only when a majority of all voting members of the Committee is present. For purposes of majority, faculty members who are on leave of absence, or on sabbatical and not present for the complete deliberation and voting during the semester in which the review takes place, are not considered voting members of the committee. Candidates for reappointment, promotion, or tenure shall not deliberate and/or vote on their own cases. Spouses, domestic partners, household or family members of candidates for reappointment, promotion or tenure shall not deliberate and/or vote on the case of their spouse, partner, household or family member. If a committee fails to act within the time-frame or deadline established by the Campus Academic Personnel Calendar, the Committee’s right to consider the case(s) is waived to the next level. Non-tenured faculty members who resign, are not reappointed or are denied tenure shall not serve on personnel committees or participate in personnel processes. All discussion and documentation considered in the personnel process shall be held in strict confidence. Confidentiality does not prevent a personnel committee from clarifying its recommendation at the request of the candidate.