

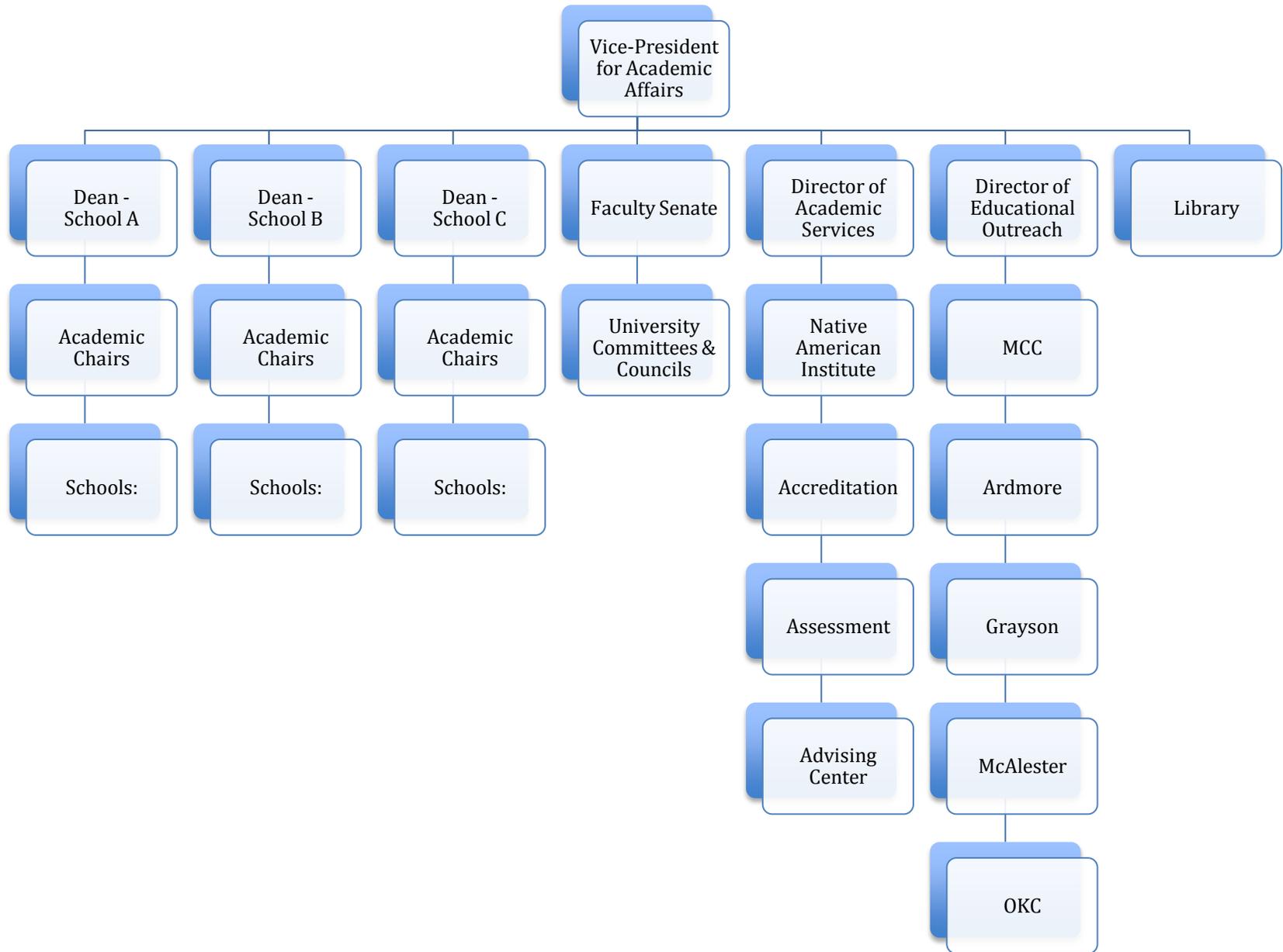
Faculty Senate “Draft” Proposal (for discussion purposes only)  
Administrative/Academic Reorganization  
March 23, 2016

The Faculty Senate, at its March 23, 2016 meeting, in response to a request from President Burrage, Vice-President McMillan, and Associate Vice-President Clark developed the following initial draft of a possible Administrative & Academic Reorganizational Chart.

The Faculty Senate addressed the following discussion points that served as the initial guiding ideas in the creation of the flow chart:

- 1) Should contain the fewest possible levels of administration.
  - a) Eliminate unnecessary reporting, redundant layers of “checks”, and superfluous files.
    - i) May require the addition of a “well paid” Administrative Assistant to the Vice-President for Academic Affairs.
  - b) Identify the necessary and exact functions of each administrative layer.
  - c) Maintain committee structure and functions as outlined in the Academic Policies and Procedures Manual (3.0 – 3.9).
- 2) Create the most efficient and “stream-lined” Administrative/Academic structure.
  - a) Improve accurate, and timely, flow of information to all entities.
- 3) Safeguard loss of most experienced faculty to full-time administrative duties.
- 4) Reorganize all departments into a revised “Schools” structure.
  - a) Maintaining a “schools” structure can:
    - i) Have positive implications for all departments, but especially for those departments with fewer faculty/staff/students.
    - ii) Provide structure when departments engage in joint projects.
  - b) Fundraising efforts
  - c) Chart (below) lists: School A, School B, School C for discussion purposes only.
    - i) Actual school titles and department groupings will be a component of future discussions.
- 5) Creation of the specific “Titles” of each administrative component should be revised.
  - a) Title of “Dean” is still the most recognizable to the general public.
    - i) Should be revised to identify specific responsibilities (e.g. = Elected Dean, School A Chair, etc.) addressed below.
    - ii) Some accrediting bodies require signatures from a “Dean” as a component of reaccreditation.
  - b) Title of “Department Chairs” remains most appropriate.

Based on these guiding principles, the Faculty Senate proposes the following flow Chart:



While the flow chart and guiding principles are important, the Faculty Senate would like to provide the following functions of the “Dean” position. We feel that this is more helpful in determining how each component of the organizational chart will function within the newly revised structure.

**Dean:**

- 1) Tenured Faculty member.
- 2) Maintain teaching responsibilities.
- 3) Elected for a fixed term with a possibility of reelection.
- 4) Serve the current functions of the Executive Dean for Instructions in matters of tenure, promotion, post-tenure review, and annual faculty evaluations.
- 5) Coordinate recruiting efforts.
- 6) Serve as advocate for their respective school in matters of:
  - a) New Faculty
  - b) Travel Resources
  - c) Financial and “other” school resources
- 7) Coordinate accreditation/reaccreditation processes.
- 8) Coordinate assessment processes.