1. Composition and Operation of Personnel Committees

In regard to personnel procedures the College of Arts and Sciences requires that each academic unit, in this case the Department of Communication Sciences and Disorders, develop guidelines for personnel committees. The tenure-track faculty of the Department of Communication Sciences and Disorders shall elect the personnel committees.

A. The structure, operational procedures and areas of concern of committees convened for the purpose of faculty searches (i.e. search committee) shall be defined by the academic unit. When possible the search committee will be comprised of faculty representing the three different tenure track ranks held within the department, although only one individual holding a master’s degree as the highest degree achieved may be elected to the search committee. Also when faculty composition allows, at least half the search committee shall hold tenure and gender/racial representation shall be encouraged. Search committee members shall be elected from a slate of possible members developed by the previously existing search committee and the department head to serve for a term of two years.

B. The operational procedures and areas of concern of committees convened for the purpose of reappointment, promotion, and tenure (RPT committee) shall be defined by the academic unit. The RPT committee shall be comprised of three members, each at or above the tenure track level of that to which the candidate aspires. Although each member of the Communication Sciences and Disorders faculty will be provided the opportunity to provide input to the RPT committee, if the department cannot convene an RPT committee from within the unit, the department will solicit appropriate faculty from similar departments or disciplines at the University to serve on the RPT committee. Given that faculty may serve on the unit and/or the college committee, they are allowed only one vote at one level. Faculty under consideration for any personnel action by the committee shall not be considered for membership on the committee during their term of office.