MEMORANDUM

To: Dr. Karen Boroff, Interim Provost and Executive Vice President, Seton Hall University

From: Faculty Senate, Seton Hall University

Re: Approval of Faculty Guide Revised Article 3-2018-FS-25

Date: Dec. 10, 2018

On Dec. 7, 2018, the Faculty Senate approved the following interpretations of the Faculty Guide:

The items below have been modified; the names have been removed.

The Faculty Guide Committee was asked for an interpretation of Article 10.3 (Responsibilities and Duties of the Department Chairperson). The specific question was whether the Interim Chair (Director) is eligible to vote. The Faculty Guide committee reviewed this on Nov. 7, 2018. The committee unanimously agreed that an Interim Chairperson (Director) takes on all the responsibilities of the position as specified in Article 10.3 and that would include full voting rights.

The Faculty Guide Committee received a request for interpretations of Articles 10.1.g, Article 10.3.b.18 and Article 10.3.c.10. The committee reviewed this at the Nov. 27, 2018 meeting.

- Article 10.1.g
  Administrative officers who hold faculty rank (see article 1.6) do not have the right to be present during discussion or voting with respect to personnel decisions, e.g., appointments, rank and tenure recommendations, and chairperson elections at the department level. Such individuals may participate in other department decisions by department invitation.

The FG committee believes that Article 10.1.g is clear. Administrative officers regardless of whether they hold a faculty rank cannot be present for discussion or voting related to appointments, rank and tenure recommendation or chairperson elections at the department level. Participation in other department decisions is only by department invitation.
• Article 10.3.b.18 (Duties and Responsibilities of the Chairperson)

Perform such other duties as are necessary for the efficient operation of the department.

The FG committee believes that Article 10.3.b.18, while not specific, insures that activities other than those listed in Article 10.3 that are deemed necessary for the operation of the department are carried out. The FG committee in reviewing article 10 should consider adding some specificity to Article 10.3.b.18

• Article 10.3.c.10

Determining the department's infrastructure

The FG committee discussed the definition of infrastructure as the basic structure or features of a system or organization. This might include decisions related to having co-chairs or program directors. The committee suggests that when Article 10 is reviewed specific examples might be given to increase clarity of 10.3.c.10

The FG committee believes that Article 10.3.c.10 is unclear and needs to be reviewed and made clearer.

Received by:

[Signature] Dec. 10, 2018
Dr. Karen Boroff, Interim Provost and Executive Vice President, Seton Hall University

[Signature] Dec. 10, 2018
Dr. Jonathan Farina, Chair, Faculty Senate, Seton Hall University