

Memorandum

To: Faculty Senate  
Seton Hall University

From: Karen E. Boroff, Ph.D.   
Interim Provost and Executive Vice President

Re: Approval of *Faculty Guide* Interpretations  
2018-FS-25

Date: January 30, 2019

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The Office of the Provost is in receipt of the interpretations of *Faculty Guide* 10.3, 10.1.g, 10.3.b.18, and 10.3.c.10. These interpretations were approved by the Senate at the meeting of December 7th, 2019.

The role of chair is very critical to the mission of providing a quality education for our students. A chair must be able to navigate responsibilities to faculty, staff and students to fulfill this role effectively.

The responsibilities of the chair have often been a topic of discussion in the Chairs Workshops hosted by the Office of the Provost. These responsibilities and duties listed in *Faculty Guide* 10.3 sometimes reflect obligations from earlier times and certainly need updating and clarification. I am pleased that we continue to work with the Faculty Senate on revising the *Faculty Guide* so that it will promote effective practices in departmental governance.

I am in agreement with the interpretations that were provided regarding *Faculty Guide* 10.3 and 10.1.g. Please bring the comments regarding *Faculty Guide* 10.3.b.18 and 10.3.c.10 to the *Faculty Guide* Review Committee for consideration in the changes made to Article 10.