

The Role of Division Deans

Selection and Removal of Department Chairs and Schedulers

The right of faculty to determine those who represent them is paramount. In light of this, it is not appropriate for Division Deans or other administrators to select or otherwise determine faculty acting as Department Chairs or Schedulers if any of the duties of these positions is to represent the faculty.

However, there is an informal role for Division Deans the extent and nature of which should be determined, case by case, on the basis of the current culture in each department and division.

In Department Meetings

It is appropriate for Division Deans to meet with departments.

It is appropriate for Division Deans to play a facilitative role in department meetings in times of difficulty within departments as long as that role is limited to ensuring fairness.

It is not appropriate for Division Deans to chair department meetings.

In cases of ambiguity as to whether a dean is meeting with or is chairing a department meeting, consistency of interpretation is important. For example, meetings during which department decisions are neither called for nor to be made might logically allow for greater participation on the part of a dean. On the other hand, meetings where decisions are expected may best be done without the dean being present.

As above, the department culture and common sense should play a large role in determining both formal process and informal protocol.

Approved without objection by the Executive Committee – June, 2010