

Governance and Standing Committees

Department of Germanic Studies

The Department of Germanic Studies has a long and well-maintained tradition of democratic faculty governance combined with strong executive leadership. The authority to formulate departmental academic policy and to make major academic personnel recommendations to the College (new faculty position descriptions, hiring, reappointment, promotion, and tenure) resides solely with the faculty, with the Chair not voting unless to break a tie. All regular, tenure-track faculty members may vote on new faculty position descriptions and hiring at all levels, members holding a higher rank may vote on reappointment and promotion, and tenured members may vote on tenure. Non-tenure track colleagues (lecturers) do not have voting rights. As the faculty's executive officer, the Chair represents the department to the College and other offices, administers departmental academic policy, makes and implements administrative policy on the basis of consultation with the faculty, oversees the department's operations, conducts its business, and hires and oversees staff members. Hence, much departmental business that might be conducted by departmental committees, such as an executive committee, is conducted by the faculty itself. On the other hand, the authority to conduct annual evaluations of faculty and staff members, to formulate annual salary recommendations, to make faculty and associate instructor teaching assignments, and to appoint committees, rests with the Chair.

Awards Committee: The committee consists of three members, the DGS, the DUGS, and the departmental Chair. It is charged with the selection of recipients for the annual undergraduate and graduate awards and fellowships.

Chair's Review Committee: This elected faculty committee has three members, who serve staggered three-year terms. Its responsibility is to conduct for the College a summary evaluation of the departmental Chair's work for the previous year in each of the three performance areas of teaching, research and service.

Graduate Admissions Committee: The committee, which is appointed by the departmental chair, consists of three faculty members, including the DGS, who chairs the committee, and one *ex officio* (the Director of the Institute of German Studies). The committee screens and ranks all complete graduate applications and forwards the recommendations to the departmental Chair.