

Governance Procedures in the Department of Central Eurasian Studies

The Department of Central Eurasian Studies (CEUS) shall be administered by a Chair, assisted by the Policy Committee elected by the voting members of the Department.

The Chair

The chair shall be appointed by the Dean of the College of Arts and Sciences after consultation with the Department.

Policy Committee

(1) The Policy Committee consists of three members (one each from the ranks of assistant professor, associate professor, and professor in CEUS). It shall be elected by all voting members of the Department in residence as early as possible in the Fall semester of each year. All full-time faculty in residence will be placed on the ballot each year.

(2) In the event a member of the Policy Committee is unable to serve (because of leave, resignation, death, etc.), a special election is held to fill the vacant slot at the appropriate rank.

(3) When the Dean asks the department to recommend a new Chair, the Policy Committee shall poll all tenure-track and tenured members of the Department to determine the nominees for Chair. The nominees will make a presentation to the full-time faculty regarding their views on the main issues facing the Department. The Policy Committee shall then administer a vote of the full-time faculty by secret ballot to determine the Department's preference, and it will send a recommendation based on this vote to the Dean of the College of Arts and Sciences.

(4) As the only elected committee in CEUS, the Policy Committee serves as the representative body of the full-time faculty and makes recommendations to the Chair and the Department on matters of policy and governance.

Other Standing Committees

In addition to the Policy Committee, CEUS has three standing committees, consisting of full-time faculty members and appointed by the Chair each year: Admissions, Curriculum, and Salary. These appointments are made after the election to the Policy Committee is completed, and every effort is made to distribute these administrative duties equitably among the full-time faculty. The Admissions Committee reviews all applicants to CEUS during a given academic year, the Curriculum Committee focuses on curricular issues at both the graduate and undergraduate levels, and the Salary Committee advises the Chair on merit points for annual salary increments.

Voting Rights

Tenure-track and tenured faculty members with at least 50 percent of their FTE in CEUS have voting rights in the Department. Non-tenure track faculty (emeriti, emeritae, adjunct faculty, visiting faculty, and lecturers) are welcome to attend Department meetings, except for those dealing with personnel matters, and participate in the deliberations, but they do not have voting rights in CEUS.

Quorum and Voting in Department Matters

A quorum of the CEUS faculty shall consist of a majority of the voting members not on leave. Proxy voting is permitted, but not in personnel matters.

Central Eurasian Studies Department

POLICY ON ADJUNCT PROFESSORSHIPS

Rationale: CEUS and IU faculty members who conduct research in areas related to Central Eurasia can mutually benefit from formal association through adjunct faculty appointments in CEUS. This will foster intellectual exchange between faculty across department and school lines and help maximize the use of IU resources in our undergraduate and graduate teaching missions. Formal association will allow publication of the affiliation which will expand awareness of teaching and study opportunities on the Bloomington campus.

The Process: Any member of the Department of Central Eurasian Studies may recommend candidates for appointment as adjunct faculty. Candidates will be asked to submit CVs and other supporting documentation for review by CEUS faculty. A vote to accept or reject the proposed candidate will be taken at a department faculty meeting. Once approved, the chair of the candidate=s home department will be notified of our desire to make the adjunct appointment. The nomination will then be forwarded to the College of Arts and Sciences and the Provost for Faculty and Academic Affairs through submission of an appropriate electronic HRMS document. For untenured candidates, the end date of the adjunct appointment will match the end date of the candidate=s home department appointment. The end date will be left open ended if the candidate is tenured.

Adjunct Faculty Rights and Responsibilities:

Appropriate graduate and undergraduate courses offered by CEUS adjunct faculty may be joint listed in the Central Eurasian Studies Department Schedule of Classes and may count toward CEUS degree requirements. Such courses will be scheduled in consultation with the CEUS chair.

CEUS adjunct faculty may serve as Chair or Member of a CEUS dissertation committee. CEUS chair approval is needed for more than one adjunct professor to serve on a committee.

CEUS adjunct faculty may serve on Ph.D. advisory committees and written and oral examination committees. CEUS chair approval is needed for more than one adjunct professor to serve on a committee.

CEUS adjunct faculty will be listed as Adjunct Assistant, Associate or Full Professors in publications issued by IU and CEUS, including but not limited to the College of Arts and Sciences Bulletin, the University Graduate School Bulletin, and the department website.

Adjunct Faculty Limitations:

CEUS will have no role or responsibility in the tenure and/or promotion of adjunct faculty unless invited to do so by the adjunct faculty member.

Adjunct faculty will not have voting rights in the Central Eurasian Studies Department.