

SELECTION OF CHAIRPERSON

(Revised 10/93)

The general policy of the Department is to have a rotating Chairperson. The length of the term for the Chairperson is three years. The Dean of the College reserves the right to vary the length of the term. At the beginning of the second or third year, the Dean of the College will ask the faculty to review the work of the Chairperson and to make a recommendation about whether or not the Chairperson should serve another term or if a new Chairperson should be considered and if so, whom. If the Department deems it wise to initiate the review process earlier than the time set by the Dean of the College, the Chairperson may initiate, with the Dean's approval, a change in the process.

Upon receipt of the letter from the Dean:

1. Chairperson of the Department prepares and sends to all tenured and tenure-track members of the department a letter informing them that it is time to select a chair for the Department of Afro-American Studies. This letter will identify persons eligible for nomination and set a deadline for returning nominations to the Department Chair or per so designated by the Chair.
 - A. Nominations can be self-generated or submitted by another, with nominee's consent.
 - B. Only full-time tenured faculty members of the Department are eligible.
2. Chairperson or designate compiles results from responses and sends faculty a written ballot with the names of eligible faculty who have consented to be considered for Chair.
3. In deciding on nominees, AAS faculty members may freely consult with each other; caution is urged in discussing this process outside the department.
4. Faculty members submit votes in writing to the Chair or designated person for tabulation by requested deadline. Top two candidates in the initial vote will be placed on a second ballot. In the event of a second place tie, a vote will be taken to break the tie. The Department will complete its decision-making process by December 1.
5. Transmission of results (precise vote) will be forwarded to the Dean of the College by the appointed deadline.
6. At a time determined by the Dean of COAS, faculty members may express in writing, or in person, their individual assessments of the department and the candidate(s).
7. Taking into consideration the department vote and the individual responses, the Dean will name a chair during the semester prior to the termination date of the incumbent.