

ST-89
June 1, 2023

The University Senates Conference is forwarding to you this set of proposed Statutes revisions, approved by the Urbana senate. They include a set of changes previously sent to you as ST-88, plus a second round of revisions to the same section. Rather than ask you to deal with them separately, we have compiled all the changes into one new proposal, ST-89. You can remove ST-88 from your consideration.

UNIVERSITY OF ILLINOIS URBANA-CHAMPAIGN SENATE
COMMITTEE ON UNIVERSITY STATUTES AND SENATE PROCEDURES
(Final; Action)

SP.19.15/SP.23.01 Proposed Revision to the *Statutes*, Article IV, Section 1 – The Department, Section 2 – Department Organized with a Chair (Section 2b – Department Organized with a Chair), Section 3 – Department Organized with a Head (Section 3b – Department Organized with a Head), and Section 4 – Change of Department Administrative Organization

BACKGROUND

At its March 7, 2022 meeting, the Senate considered SP.19.15, a set of proposed revisions to sections of Article IV of the University *Statutes*. SP.19.15 was amended on the floor to remove a restriction that would have constrained the composition of department-level advisory committees, as this provision would have proved untenable for units with large portions of their faculty with appointments under 50%. The Committee on University *Statutes* and Senate Procedures noted at the time that it would continue to consider the issue.

The following proposed revisions (SP.23.01) would replace two passages in the *Statutes* with more generalized boundaries for departments regarding the compositions of executive and advisory committees, specifying what units should spell out in the *Bylaws*. This would make the two areas of Article IV (Sections 2b and 3b) more comparable, while allowing units to govern themselves appropriately given their actual compositions.

RECOMMENDATION

The Senate Committee on University Statutes and Senate Procedures recommends approval of the following revisions to the *Statutes*, Article IV, Sections 2b and 3b, amending proposed revisions contained in SP.19.15, approved by the Senate on March 7, 2022.

Text to be deleted is ~~struck through~~ and text to be added is underscored.

PROPOSED REVISION TO THE STATUTES, ARTICLE IV, SECTIONS 1-4

1 **ARTICLE IV. DEPARTMENTS**

2 **Section 1. The Department**

3 a. Within the University of Illinois System, the department is the primary unit of education and
4 administration. It is established for the purpose of ~~carrying on~~ conducting programs of
5 instruction, research, and public service in a particular field of knowledge. The staff of a
6 department includes ~~persons~~ individuals of all ranks who, upon the recommendation ~~of~~ by its
7 chair or head ~~or chair~~, are appointed or assigned to it. The faculty of a department shall be as
8 specified in Article II, Section 3a of these *Statutes*. ~~All~~ Any appointments ~~which that carry~~ carries
9 academic rank, ~~title~~, or tenure indicative ~~in any way~~ of departmental association shall be made
10 ~~only~~ with the ~~concurrence~~ prior recommendation of by the ~~department(s) concerned~~ faculty.
11 b. The department has the fullest measure of autonomy consistent with the maintenance of
12 general college and university educational policy and of correct academic and administrative
13 relations with other divisions of the university. ~~Should~~ If a dispute arises between the
14 department and another unit of the university concerning the proper limits of this autonomy,
15 then the department may appeal for a ruling directly to the dean and the executive committee
16 of the college and, when the chancellor/vice president considers it proper, to the
17 chancellor/vice president, who shall make a decision after appropriate consultation with
18 interested parties.
19 c. A department may be organized either with a chair or with a head. A reorganization of the
20 administration ~~structure~~ of a department from a chair to a head, or a head to a chair, may be
21 accomplished only by Section 4 of this Article.

22

23 **Section 2. Department Organized with a Chair**

24 a. The chair shall be appointed annually by the Board of Trustees on recommendation ~~of~~ by the
25 chancellor/vice president, with the concurrence of the president, after confidential
26 consultations with the dean of the college, ~~and with~~ the executive committee of the
27 department, and the faculty of the department concerned. Prior to the initial appointment of a
28 department chair, a committee that is selected by the faculty of the department, according to
29 its bylaws, shall advise the dean on the appointment. The performance of the chair shall be

30 evaluated formally at least once every five years in a manner to be determined by department,
31 school, or college bylaws. As one component of this evaluation, views shall be solicited from the
32 entire department faculty in such a way as to preserve confidentiality. The chair may be
33 relieved of title and duties as chair of the department by the chancellor/vice president on
34 recommendations by the dean of the college and the executive committee of the department.

35
36 **Replace:**

37 ~~d.b. In each department organized with a chair, there~~ There shall be an executive committee
38 elected annually by and from the faculty of the department by secret written ballot.
39 At least one-half of the members of the departmental executive committee shall be elected
40 from those faculty members who have at least a 50-percent salaried appointment in the
41 ~~U~~ niversity of Illinois system. The faculty may choose to elect members of the executive
42 committee for staggered two- or three-year terms. The chair of the department is *ex officio* a
43 member and chair of the executive committee. The chair and the executive committee are
44 responsible for the preparation of the budget and for such matters as may be delegated to
45 them by the faculty of the department. In a department which that has a faculty of not more
46 than five members, the executive committee shall consist of the entire faculty. In all other
47 cases, the size of the executive committee shall be determined by the faculty of the
48 department. the faculty of the department shall determine the size of the executive committee.

49 **With:**

50 b. There shall be an executive committee elected annually by secret written ballot, by
51 and from the faculty of the department. Department bylaws may mandate a minimum
52 percentage faculty appointment in the department for voting privileges. The faculty of the
53 department shall, in its bylaws, determine the size, composition, and minimum percentage
54 appointment in the department for members of the executive committee.

55
56 The faculty may choose to elect members of the executive committee for staggered two- or
57 three-year terms. A chair of the committee shall be chosen by and from elected members by
58 secret written ballot. The chair of the department is an *ex officio* member of the executive
59 committee. If the executive committee is in session to advise on the initial or annual

60 appointment of the chair of the department or to evaluate formally the chair's performance,
61 the chair shall not be a member and the committee shall be chaired by a committee member
62 elected by the committee for that purpose.

63 The functions of the executive committee shall be to provide for the orderly voicing of
64 suggestions for the good of the department, to recommend procedures and committees that
65 will encourage faculty participation in formulating policy, and to perform such other tasks as
66 may be assigned to it. Any member of the executive committee may request the chair of the
67 committee to convene a meeting on any matter properly within its purview. Any faculty
68 member shall be entitled to a conference with the executive committee or with any member of
69 the committee on any matter properly within its purview.

70 ~~e(3) c.~~ The chair shall collaborate with the executive committee in the preparation of to prepare
71 the departmental budget. The chair shall be responsible for the distribution and expenditure of
72 departmental funds for purposes approved by the executive committee, and for the care of
73 departmental property.

74 ~~e. d. In each department organized with a chair, that officer~~ The chair shall be responsible for
75 the formulation and execution of departmental policies and for the execution of system,
76 university, and college policies, insofar as they affect the department. ~~The chair shall have the~~
77 ~~power to act independently in such matter as are delegated to the chair by the executive~~
78 ~~committee.~~ The chair and the executive committee are responsible for the organization and
79 general direction of the work of the department, and for the quality and efficient progress of
80 that work. The faculty may delegate to the chair other such matters for which the chair shall be
81 responsible. The executive committee may delegate to the chair such matters for which the
82 chair shall have the power to act independently.

83 The chair shall ~~(1) report on the teaching and research of the department; (2) have general~~
84 ~~oversight of the work of students in the department; (3) collaborate with the executive~~
85 ~~committee in the preparation of the budget and be responsible for the expenditure of~~
86 ~~departmental funds for the purposes approved by the executive committee; and (4) call and~~
87 ~~preside at meetings of the executive committee and at meetings of the department faculty of~~
88 ~~which there shall be not fewer than one in each academic year for consideration of questions of~~
89 ~~departmental governance and educational policy.~~ (1) represent the department in all matters

90 pertaining to it; (2) consult with the departmental executive committee in regard to
91 departmental policy; (3) consult with each member of the department regarding the nature and
92 scope of the work in the charge of that member; (4) report on the teaching and research of the
93 department; (5) have general oversight of the work of students in the department; and (6) call
94 and preside at meetings of the department faculty, for explanation and discussion of
95 departmental policies, educational procedure, and research, of which there shall be at least one
96 in each academic year for consideration of questions of departmental governance and
97 educational policy. ~~The chair together with the executive committee is responsible for the~~
98 ~~organization of the work of the department and for the quality and efficient progress of that~~
99 ~~work. Any faculty member shall be entitled to a conference with the executive committee or~~
100 ~~with any member of it on any matter properly within the purview of the committee.~~

101 ~~f. e. In the administration of the office, the~~ The chair shall recognize the individual responsibility
102 of ~~other~~ each members of the department for the discharge of the duties committed to them
103 by their appointments and shall allow proper scope to the ability and initiative of ~~all~~ each
104 members of the department.

105 ~~b. f. In each department organized with a chair, the~~ The executive committee shall recommend
106 to the chair individuals for academic appointment in the department. With the consent of the
107 executive committee, or as specified in the department bylaws, the chair may invite ~~persons~~
108 individuals who are not members of the department faculty ~~may be invited by the chair~~ to
109 attend meetings of the department faculty, but such ~~persons~~ individuals shall have no vote.

110 ~~e. g. The faculty's~~ of the department shall have the power to determine such matters as
111 authority is limited to matters as do not so affect relations with that do not affect other
112 departments or ~~colleges that they~~ properly come under the supervision of ~~larger~~ higher
113 administrative units.

114

115 **Section 3. Department Organized with a Head**

116 a. The head ~~of a department~~ shall be appointed without specified term by the Board of Trustees
117 on recommendation by the chancellor/vice president, with the concurrence of the president,
118 after confidential consultations with the dean of the college, and all members the advisory
119 committee of the department, and the faculty of the department concerned. Prior to the initial

120 appointment of a department head, a committee that is selected by the faculty of the
121 department, according to its bylaws, shall advise the dean on the appointment. The head may
122 be relieved of title and duties as head of the department by the chancellor/vice president on
123 the recommendation of the dean of the college. The performance of the head shall be reviewed
124 annually and evaluated formally at least once every five years in a manner to be determined by
125 department, school, or college bylaws. As one component of the formal evaluation, views shall
126 be solicited from the entire department faculty in such a way as to preserve confidentiality. The
127 head may be relieved of title and duties as head of the department by the chancellor/vice
128 president on recommendations by the dean of the college and the advisory committee of the
129 department.

130

131 **Replace:**

132 ~~f.b. In each department organized with a head, there~~ There shall be an advisory committee
133 elected annually by and from the faculty of the department by secret written ballot. The
134 ~~department faculty may choose to elect members of the advisory committee for staggered two-~~
135 ~~or three-year terms~~ In a department which that has a faculty of not more than five members,
136 the advisory committee shall consist of the entire faculty. In all other cases, the size of the
137 ~~advisory committee shall be determined by the faculty of the department. the faculty of the~~
138 department shall determine the size of the advisory committee.

139 **With:**

140 b. There shall be an advisory committee elected annually by secret written ballot, by
141 and from the faculty of the department. Department bylaws may mandate a minimum
142 percentage faculty appointment in the department for voting privileges. The faculty of the
143 department shall, in its bylaws, determine the size, composition, and minimum percentage
144 appointment in the department for members of the advisory committee.

145

146 The faculty may choose to elect members of the advisory committee for staggered two- or
147 three-year terms. The functions of the committee shall be to provide for the orderly voicing of
148 ~~suggestions for the good of the department, to recommend procedures and committees that~~
149 ~~will encourage faculty participation in formulating policy, and to perform such other tasks as~~

150 ~~may be assigned to it. Any faculty member shall be entitled to a conference with the advisory~~
151 ~~committee or with any member of it on any matter properly within the purview of the~~
152 ~~committee. A chair of the committee shall be chosen by and from elected members by secret~~
153 ~~written ballot. The head of the department is an *ex officio* member of the advisory committee.~~
154 If the advisory committee is in session to advise on the initial appointment or the annual review
155 of the head of the department or to evaluate formally the head's performance, the head shall
156 not be a member ~~and the committee shall be chaired by a committee member elected by the~~
157 ~~committee for that purpose.~~
158 The functions of the advisory committee shall be to provide for the orderly voicing of
159 suggestions for the good of the department, to recommend procedures and committees that
160 will encourage faculty participation in formulating policy, and to perform such other tasks as
161 may be assigned to it. Any member of the advisory committee may request the chair of the
162 committee to convene a meeting on any matter properly within its purview. Any faculty
163 member shall be entitled to a conference with the advisory committee or with any member of
164 the committee on any matter properly within its purview.
165 ~~d(7, 8)~~ c. The head shall consult with the advisory committee to prepare the departmental
166 budget in consultation with the departmental advisory committee. The head shall be
167 responsible for the distribution and expenditure of departmental funds, in accordance with the
168 general purposes established by the advisory committee, and for the care of departmental
169 property.
170 d. ~~In each department organized with a head, the head shall have general direction of the work~~
171 ~~of the department. The head shall be responsible for the formulation and execution of~~
172 department policies and for the execution of system, university, and college policies, insofar as
173 they affect the department. The head, in consultation with the faculty, is responsible for the
174 organization and general direction of the work of the department, and for the quality and
175 efficient progress of that work. The faculty may delegate to the head other such matters for
176 which the head shall be responsible. The advisory committee may delegate to the head such
177 matters for which the head shall have the power to act independently.
178 The head shall (1) represent the department in all matters pertaining to it; (42) consult with the
179 departmental advisory committee in regard to departmental policy; (23) consult with each

180 member of the department regarding the nature and scope of the work in the charge of that
181 member; ~~(3) call and preside at meetings of the departmental faculty for explanation and~~
182 ~~discussion of departmental policies, educational procedure, and research, of which there shall~~
183 ~~be at least one in each academic year for consideration of departmental governance and~~
184 ~~educational policy; (4) be responsible for the organization of the work of the department, for~~
185 ~~the quality and efficient progress of that work, for the formulation and execution of~~
186 ~~departmental policies, and for the execution of University and college policies insofar as they~~
187 ~~affect the department; (5)(4) report on the teaching and research of the department; (6)(5)~~
188 have general oversight of the work of students in the department; and (6) call and preside at
189 meetings of the departmental faculty, for explanation and discussion of departmental policies,
190 educational procedure, and research, of which there shall be at least one in each academic year
191 for consideration of departmental governance and educational policy. (7) prepare the
192 departmental budget in consultation with the departmental advisory committee; and (8) be
193 responsible for the distribution and expenditure of departmental funds and for the care of
194 departmental property.

195 e. ~~In the administration of the office, the~~ The head shall recognize the individual responsibility
196 of ~~other~~ each members of the department for the discharge of the duties committed to them
197 by their appointments and shall allow proper scope to the ability and initiative of ~~all~~ each
198 members of the department.

199 b. f. ~~In each department organized with a head, the~~ The head in consultation with the advisory
200 committee shall recommend individuals for academic appointment in the department. In
201 consultation with the advisory committee, or as specified in the department bylaws, the head
202 may invite ~~other persons~~ individuals who are not members of the department faculty ~~may be~~
203 ~~invited by the chair~~ to attend meetings of the department faculty, but such ~~persons~~ individuals
204 shall have no vote.

205 c. g. ~~The head's of the department shall have the power to determine such matters as~~ authority
206 is limited to matters that do not affect other departments or properly come under the
207 supervision of ~~larger~~ higher administrative units.

208

209 **Section 4. Change of Departmental Administrative Organization**

210 Prior to the initial appointment of a department chair or department head, or ~~On~~ on the
211 written request of at least one-fourth of the faculty of the department, as defined in Article II,
212 Section 3a(1), and in no case fewer than two faculty members, ~~that the form of the~~
213 ~~administrative organization of the department be changed from a chair to a head, or a head to~~
214 ~~a chair,~~ the dean shall call a meeting to poll the departmental faculty by secret written ballot
215 whether the form of the administrative organization of the department should be changed
216 from a chair to a head or from a head to a chair. The names of those making the request shall
217 be kept confidential ~~by the dean.~~ The dean shall transmit the results of the vote to approve or
218 disapprove a change, along with the dean's own recommendation, to the departmental faculty
219 and to the chancellor/vice president ~~together with the dean's recommendation.~~ If a change of
220 administrative organization is voted approved by the departmental faculty, the chancellor/vice
221 president shall ~~thereupon further~~ transmit this the results of the vote of the faculty along with
222 ~~the recommendations of~~ by the dean and ~~of~~ the chancellor/vice president to the departmental
223 faculty and to the president for recommendation to the Board of Trustees. Faculty of the
224 department may communicate with the Board of Trustees with regard to the vote to change
225 the administrative organization of the department, in accordance with Article XIII, Section 4d of
226 these *Statutes*.

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UNIVERSITY STATUTES AND SENATE PROCEDURES

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