Chair/Director Election and Evaluation Schedule and Procedures 2010-2011

Chair/Director elections are conducted by the Faculty Governance and Advisory Committee (FGAC).

The election/evaluation schedule is as follows:
**September/October**: Verify whether current chairs are willing to run again.
**October**: If yes, conduct a vote of the department regarding whether they wish to forgo the chair evaluation procedure. Evaluations will be conducted UNLESS 2/3 of the faculty within the department vote to bypass the evaluation.
**November**: perform evaluations as needed
**February**: Call for nominations
**March**: Run elections

If a department/school wishes to alter this schedule, requests should be made on the basis of a motion approved at a department/school meeting, and, particularly if the request is to run an election early, the request should be made well in advance.

ELECTIONS: Must be conducted every 3 years, during the spring semester of a chair’s term of office. Elections will be conducted whether or not an evaluation is conducted.

EVALUATIONS: Departments/schools may choose (via secret ballot) to forgo an evaluation of their chair. Evaluations will be conducted UNLESS the faculty within a department/school votes not to have one. If 2/3 of the voting-eligible faculty vote to waive the evaluation, then it will be bypassed and the election will be held in the spring.

If you have questions about the evaluation/election process, please contact Rick Kasschau, Chair FGAC 713-743-8521