

# **Divisional Chairs Election Policy and Process<sup>1</sup>**

## **Eligibility**

All tenured and tenure-track faculty and professors of practice within the Division may submit nominations and may vote in an election for Divisional Chair.<sup>2</sup>

Only tenured faculty members are eligible to serve as Divisional Chair.

## **Term**

Divisional Chairs are elected for an initial three year term, but can be re-elected to one additional three year term.<sup>3</sup>

## **Nomination Process**

The Dean's Office will determine who, among the tenured members of a division, is eligible to stand for election, and will distribute that list to those eligible to nominate and vote in the election, requesting nominations.

Any tenured faculty member who receives at least one nomination and is willing to serve is considered a candidate. If there is only one candidate and the nominee is willing to serve, then he or she is automatically appointed (no election is required).

## **Election Process**

If more than one candidate is willing to serve, then an election is held through a confidential balloting process administered by the Dean's Office.

An election may be conducted by confidential paper or electronic ballot and is generally open for one week. The candidate who receives the most votes is elected.

In the event of a tie in an election, the Dean will select between the two candidates after consulting with members of the division and the Executive Committee.

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<sup>1</sup> Process was originally outlined in the Hambrick Report September 22, 1994.

<sup>2</sup> Resolution to include Professors of Professional Practice in eligible nominators adopted in Full Faculty Meeting of December 11, 2003.

<sup>3</sup> Hambrick Report specifies three year term followed by two year term. Resolution in the May 15, 2003 Full-Faculty Meeting changed this to three year term followed by three year term.