

FGC Resolution 23/24-06 – To Clarify References to “Associate Dean” in the *Faculty Manual*
DRAFT

The Faculty Governance Committee moves to edit the language at a dozen places in the *Faculty Manual* in order to clarify which Associate Dean is meant.

3.II.D.c: The Associate Dean shall publish lists prior to September 1 each year identifying those who, for purposes of electing representatives to committees, are voting members in their Faculties. > Prior to September 1 each year, each Associate Dean of a Faculty shall publish a list of those who, for purposes of electing representatives to committees, are voting members of that Faculty.

3.IV.B.5.c.v, 3.IV.B.7.d.iv: Associate Dean > Associate Dean of a Faculty

4.III.F, 4.IV.A: Associate Deans > Associate Deans of the Faculties

4.III.G.5, 4.III.G.7: and the Associate Dean’s written endorsement of the appointment > and a written endorsement of the appointment from the appropriate Associate Dean(s)

4.III.K.2.i: The associate dean(s), shall write > The appropriate Associate Dean(s) shall write

4.VII.G: The associate dean(s), shall forward the completed dossier, together with his or her statement(s) of recommendation > The appropriate Associate Dean(s) shall forward the completed dossier, together with their statement(s) of recommendation

4.VIII.H.1: the faculty member must notify his/her department chair(s), associate dean(s), and the Dean of the College of his/her intent to apply > the faculty member must notify their department chair(s), the appropriate Associate Dean(s) and the Dean of the College of their intent to apply

4.XII.A.2: Each Associate Dean shall meet with the department chairs of his or her faculty > Each Associate Dean of a Faculty shall meet with the department chairs of that Faculty

4.XII.A.3: ...for merit pay, the department chair shall follow whatever guidelines have been established for evaluating members of his or her department and shall share recommendations with the Associate Dean > ...for merit pay, department chairs shall follow whatever guidelines have been established for evaluating members of their departments and shall share recommendations with their Associate Dean

Rationale:

All references to “Associate Deans” in the *Faculty Manual* are intended to refer to Associate Deans of the Faculties, not to other administrative roles that may also carry the “Associate Dean” title, such as Associate Deans in Admissions or Student Life. At a dozen places, the current text leaves this ambiguous.

[Needing capitalization only, just for consistency’s sake: 4.III.K.2.j, 4.III.K.3 (twice), 4.V.E.2.b, 4.VI.B.3.c, 4.VI.C.1.c, 4.VI.C.2, 4.VII.B (twice), 4.VII.D, 4.VII.F (twice), 4.VII.G (three times), 4.VII.H (twice), 4.VII.K.1, 4.VII.K.2, 4.VIII.H.3, 4.VIII.I]