

## **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