

27 March 1998

MEMO

TO: Provost Nancy Barrett

FROM: Margaret Garner & Ray White, for the Faculty Senate

RE: Revision of the *Principles and Procedures for Merger...* document

CC: Faculty Senate Steering Committee

Recent mergers of academic units on campus have shown that the existing *Principles and Procedures for Merger or Discontinuance of Academic Units* document (in effect since November 1994) is rather difficult to use. An ad hoc subcommittee of the Faculty Senate has revised the existing *Principles and Procedures...* document in order to incorporate a Task Force and make the document easier to use. The attached document is the draft revision which we submit for your review. Since the existing *Principles and Procedures...* document has already been approved by the University administration, existing text was preserved as much as possible. The Faculty Senate unanimously endorsed the attached draft revision on 24 March 1998. The primary changes are described below:

- A Task Force is formally introduced at the beginning of the process, to get all parties more invested in constructively exploring possibilities (such a Task Force was very helpful in the SLIS merger). The proposed membership of the Task Force (see Appendix A of the proposed revision) is designed to facilitate this constructive exploration.
- If a Task Force is implemented, there is no logical need for the University Committee on the Merger or Discontinuance of Programs, which is presently convened if any faculty are to lose their positions. The Task Force would have developed more appropriate expertise to review such implications, so we propose that the Task Force takes over the role of this Committee, when necessary, and that the Committee be eliminated.
- The ergonomics of the document have been improved by including explanatory titles for each major step of the process.
- The possible reasons for a merger/discontinuance are consolidated in the introductory section, rather than dispersed through two sections of the existing document.
- The time limits associated with the various steps allow a merger/discontinuance to be reviewed and acted upon within one semester for straightforward cases.
- The existing document makes a gratuitous distinction between tenured and untenured faculty in soliciting faculty feedback. We have eliminated this distinction, since merely soliciting feedback from untenured faculty does not compel the administration to retain them. Nonetheless, the possible elimination of untenured faculty is a significant consequence which should be reviewed by all interested parties.
- The implementation of a Task Force, with one member being from the Faculty Senate Academic Affairs Committee, should streamline later review by the Faculty Senate of any merger/discontinuance.

We look forward to your response to our proposed revisions of the *Principles and Procedures for Merger or Discontinuance of Academic Units* document.

Members of the ad hoc Faculty Senate committee on mergers:

Ray White, Peggy Jessee, Jim Richardson, Marion Paris & Bing Blewitt