PROCEDURES FOR VOTES OF CONFIDENCE/NO CONFIDENCE

On rare occasions, in the course of university business, the faculty may wish to express or record its opinion regarding their administration. These votes are generally described as votes of confidence/no confidence. A vote of confidence/no confidence is a statement of the sense of the faculty and not a personnel recommendation. The vote is not binding but is reported to the President and/or Provost and to the appropriate vice president; or to the Board of Trustees when the administrator is the President of the university. There are two procedures for calling votes of confidence.

Procedure 1

> At any meeting of the Faculty Senate, a Faculty Senator may move to call for a special meeting of the University Faculty for the purpose of holding a vote of confidence in a university-wide administrator.

Procedure 2

A. Any member(s) of the University Faculty, as defined by the Faculty Constitution, may call for a vote of confidence/no confidence in an administrator at the college level or above by presenting a petition by signature to the Faculty Senate Office. The petition to conduct a vote of confidence/no confidence shall contain a statement of reasons for calling for the vote. In order for a vote to occur, the petition presented must be signed by at least ten percent (10%) of the full-time faculty members of the college, or comparable body, for which the named administrator is responsible. In cases of academic administrators with university-wide responsibilities who do not have responsibilities for a college, or comparable body, the petition must be signed by at least the number of University Faculty required to call a special meeting of the University Faculty as stipulated by the Faculty Constitution.

B. Each signatory shall sign a separate copy of the petition so that each person submitting a petition has no knowledge of those who sign before or after them. Only full-time faculty members from the college, or comparable body, led by the administrator in question, or, in the case of academic administrators with university-wide responsibilities, full-time members of the University Faculty, as appropriate, are eligible to sign a petition.

C. The Faculty Senate Office will verify the signatures, reporting to the Faculty President who will certify that conditions in (A.) and (B.) have been met, at which time signatures will be destroyed. The Senate Office will then notify the Parliamentarian and Senate Executive Committee, which, at its next scheduled meeting, will review the petition and coordinate any separate petitions into a single motion. The Executive Committee may, at its discretion, invite the petitioner(s) to facilitate this process. The Senate Executive Committee will then notify the administrator involved, and the faculty governance body most appropriate for that administrator (e.g. the Faculty Senate, or a College steering committee) that a vote of confidence/no confidence has been called for and will be scheduled. A copy of the petition shall be attached to the notification. The administrator involved will be invited to provide a written rebuttal within ten (10) business days of notification.

D. Upon receipt of the rebuttal, or in the absence of a rebuttal, or upon the passage of ten (10) business days following the provision of notification to the administrator and appropriate faculty governance body, the Senate Office shall distribute a ballot containing the full text of the complaint and rebuttal, if any, to all eligible faculty voters in the appropriate constituency. Using the ballot, eligible faculty may vote "confidence" or "no confidence" in the administrator.

E. The vote will be by secret electronic, ballot, following the normal procedures for a Senate ballot.

F. The ballot will remain open for ten (10) business days from the date of distribution to the eligible

faculty.

G. Within five (5) business days after the completion of the balloting, the Faculty Senate Office will present the report of the vote to the University Parliamentarian and the Faculty Senate Executive Committee.

H. The Faculty Senate Office shall provide a written report to the administrator, their immediate supervisor(s) (e.g. Dean, Provost, President, Board of Trustees, Chancellor), the appropriate faculty governance body, and other interested parties as appropriate. The report of the vote shall include

    1. the number of faculty who were eligible to vote;
    2. the total number of faculty who voted;
    3. the total number of faculty who voted confidence in the administrator;
    4. the total number of faculty who voted no confidence in the administrator.

I. A vote of confidence/no confidence may be taken with respect to an administrator no more than once every thirteen (13) months.

J. Regardless of the outcome of the vote, the direct supervisor shall be invited to meet in executive session with the college, or comparable body, executive committee or the Executive Committee of the Faculty Senate, as appropriate, to discuss the reasons for the vote and the results of the vote. The direct supervisor may request additional information from the appropriate committee. Furthermore, after meeting with the affected administrator, the direct supervisor shall be invited to inform and, if desired, meet again in executive session with the appropriate faculty governance committee to discuss the results of that meeting.

APPENDIX A SAMPLE BALLOT

VOTE OF CONFIDENCE/NO CONFIDENCE

PURSUANT TO THE ATTACHED PETITION SIGNED BY AT LEAST TEN PERCENT OF THE FULL-TIME FACULTY MEMBERS OF THE COLLEGE, OR COMPARABLE BODY, (OR at least the number of University Faculty required to call a special meeting of the University Faculty as stipulated by the Faculty Constitution), A VOTE OF CONFIDENCE HAS BEEN REQUESTED ON

_____
NAME

_____
TITLE

[*A copy of the petition or coordinated petitions requesting this vote appears here*]
[
[*A copy of the administrator's rebuttal, if any, appears here*]

I HAVE

_____   **CONFIDENCE** IN THIS PERSON AS AN ADMINISTRATOR

_____   **NO CONFIDENCE** IN THIS PERSON AS AN ADMINISTRATOR