

THE UNIVERSITY OF NORTH CAROLINA AT ASHEVILLE
FACULTY SENATE

Senate Document Number 4616S
Date of Senate Approval 1/14/16

Statement of Faculty Senate Action:

FWDC 8: **Policy for Replacing Standing Committee Members**
(Add 10.4.1.5 under Faculty Handbook [section 10.4.1](#))

Effective date: Fall 2016

Summary: This proposal establishes a general policy on how to treat temporary vacancies on standing committees by faculty members on approved leave. The default policy will be to 1) not replace faculty members who go on leave; and 2) once such faculty members return from leave, allow them to resume active duty on the committee until their original term is completed. However, a committee chair may request that the Faculty and Welfare Development Committee (FWDC) of the Faculty Senate fill such vacancies if the Chair believes that a replacement is necessary. In such cases, the faculty member on leave will be permanently replaced for the remainder of their term, following the policy for filling vacancies on elected committees (**10.2.1.3 Election Procedures** ([SD6815S](#))).

Rationale: The reinstatement of professional development leaves (PDL) is expected to result in more faculty taking leaves from standing committees. The handbook does not currently describe how to fill vacancies on standing committees, though FWDC has informally adopted the policy used for filling vacancies on Faculty Senate and elected committees in which leaving members are replaced permanently for the remainder of their term by new faculty. FWDC worries that trying to find permanent replacements for leaving members will be difficult given the large number of standing committees, as well as disruptive to the continuity of the committees' ongoing work. Current standing committee chairs were informally polled in F15 whether their committee could successfully function while one faculty member was on leave, and 12 out of 13 committees who responded replied affirmatively.

In light of this response, FWDC is proposing to adopt the default approach of not replacing standing committee members who go on leave, but instead allow the committee to continue its work short one member; further, when a faculty member on leave returns, they would resume their position on the committee and complete the remainder of their term. However, the policy also makes clear that should a committee chair deem it necessary, a replacement could be requested of FWDC, in which case a new faculty member will be selected by FWDC, based on stated service preferences, to fulfill the remainder of the leaving faculty's term.

I. Add 10.4.1.5 after 10.4.1.4 as follows:

10.4.1.5 Treatment of faculty members on standing committees who go on approved leave

Active faculty members who go on approved leave will not be replaced but instead be expected to resume active duty on their respective committee(s) upon returning from leave. Committee chairs may request that the Faculty and Welfare Development Committee (FWDC) of the Faculty Senate replace a committee member on leave. In such cases, the faculty member will be permanently replaced for the remainder of his/her term, following the policy for replacing faculty members leaving Faculty Senate and elected committees (**10.2.1.3 Election Procedures** ([SD6815S](#))).