April 23, 2016

Maureen Stanton, Vice Provost  
Academic Affairs

Re: Revised Voting Procedures: Department of Statistics

Dear Vice Provost Stanton,

CAP unanimously supports the revised voting procedures for the Department of Statistics, contingent on removal of the term “acceleration.” This term has traditionally been associated with accelerations in time, which do not occur for regular merit actions in the Step-plus system.

Sincerely,

Debra Long, Chair  
Committee on Academic Personnel

Cc: Lynn Daum, Academic Affairs
PROFESSOR DEBRA LONG, CHAIR  
Committee on Academic Personnel  

RE: Revised Voting Procedures – Department of Statistics

Dear Debra:

I am forwarding the proposed revisions to the Academic Senate Voting Procedures for the Department of Statistics for review and approval by the Committee on Academic Personnel (CAP).

I appreciate your assistance and look forward to receiving your response.

Sincerely,

Maureen L. Stanton  
Vice Provost—Academic Affairs  
Distinguished Professor—Evolution and Ecology

/Imd

Enclosures

c: Interim Dean Navrotsky  
Chair Lee  
Analyst Hamiel
DEPARTMENT OF STATISTICS  
COLLEGE OF LETTERS AND SCIENCE  

SENATE FACULTY VOTING PROCEDURES  
January 2016

1. MERITS, PROMOTIONS, APPRAISALS

For promotion, the body of Academic Senate members of the Department of Statistics eligible to vote consists of those members who occupy the rank for which a candidate is considered, as well as all those members who occupy all higher ranks.

Voting on advancement within the rank of Assistant Professor rests with the body consisting of all Academic Senate members of the Department of Statistics.

Voting on advancement to and within the rank of Associate Professor rests with the body consisting of all Associate Professors as well as those occupying all higher ranks.

Voting on advancement to and within the rank of Professor rests with the body consisting of all Professors.

The review files of candidates considered for advancement will be made available in their entirety to all Academic Senate members. These review files may include the departmental letter and unredacted extramural letters. File availability begins as soon as the file is complete, and terminates no later than one month after it has been forwarded to the next review level.

2. APPOINTMENTS TO NEW FACULTY POSITIONS AT ANY LEVEL, TO JOINT PROFESSOR POSITIONS AT ANY LEVEL, AND TO ALL VISITING PROFESSOR POSITIONS.

All Academic Senate faculty vote on appointments to new faculty positions, joint professor positions, and visiting professor positions.

The Chair, in consultation with a faculty advisory committee, recommends appointments to visiting professor positions.

3. DEFERRALS/FIVE YEAR REVIEWS:

See #1 above.

4. INTERDEPARTMENTAL TRANSFERS AND PHASED RETIREMENTS:

All Academic Senate faculty vote.

5. VOTING PRIVILEGES OF PERMANENT FACULTY:

All Academic Senate faculty members have voting privileges on departmental issues except personnel matters covered in Item #1.

6. VOTING PRIVILEGES OF EMERITI FACULTY:

Emeriti faculty members do not have voting rights in personnel matters.

7. VOTING PRIVILEGES OF PHASED RETIREMENT SENATE FACULTY:

See #1 above.
8. VOTING PRIVILEGES OF LECTURERS PSOE/SOE, and SR. LECTURERS, PSOE/SEES:

The voting privileges of Lecturer PSOE are equivalent to Assistant Professor.
The voting privileges of Lecturer SOE are equivalent to Associate Professor.
The voting privileges of Sr. Lecturer SOE are equivalent to Professor.

All Lecturer PSOE/SOE and Sr. Lecturer PSOE/SOE vote on appointments to new faculty positions, to joint professor positions, to Continuing Lecturer status, and to visiting professorial positions.

9. BALLOT FOR VOTES UNDER THE STEP-PLUS SYSTEM

Ballots for the merit and promotion actions under the Step-Plus system will follow the template below. There will be a 3 business day deadline for voting.

Dr. [name] has been at [level] Professor, Step [step] since [date] and is being reviewed for a [merit/promotion]. The review period for this action is [date] through [date].

Mark exactly one of the following five options. A vote for a higher than one-step increase implies support for all lesser advancements. Comments are highly encouraged, and are required for any no votes.

For the guidelines for advancement under the Step Plus System, please see:

Mark exactly one of the following five options. A vote for a higher than one-step increase implies support for all lesser advancements. Comments are highly encouraged, and are required for any no votes.

I vote for a (regular) 1.0 step increase to Associate Professor, Step 3

I vote for a (accelerated) 1.5 step increase to Associate Professor, Step 3.5

I vote for a (accelerated) 2.0 step increase to Associate Professor, Step 4

I do not support the merit (a reason must be provided in the comment section below)

I Abstain

Comments (required for no votes and recommended for all other votes):

____________________________________  ______________________________
Thomas (C.M.) Lee, Chair               Date

Alexandra Navrotsky, Interim Dean
Mathematical & Physical Sciences