

## Section 7 – The Role of Faculty in Selecting and Evaluating Administrators

### 7.1.3.3 Search Committees

Each search committee shall be constituted and charged by the administrator to whom the position reports, in consultation with the Executive Committee of the Faculty Senate. The administrator to whom the search committee reports shall also appoint the Chairperson of the search committee.

Unless otherwise specified below, the composition of search committees for administrative positions listed in Section 7.1.1 shall be as follows. Each search committee shall consist of nine voting members: (1) Five Faculty members shall be selected by the administrator to whom the position reports from a list of at least ten nominees submitted by the Executive Committee of the Faculty Senate. Each list of nominees should be broadly representative of the diverse University community and should include Faculty members from a variety of ranks and from all Colleges and Schools. (2) Four voting members shall be selected by the administrator to whom the position reports from the University community, including at least one academic Dean. The administrator to whom the position reports may also appoint additional non-voting members from the University community or from outside the University, including professionals in the field being filled. (3) The search committee shall include as voting members at least one member of the NJIT Instructional Staff and at least one NJIT student.

#### 7.1.3.3.1 Search Committee for the Provost and Senior Executive Vice President for Academic Affairs

The Search Committee for the Provost and Senior Executive Vice President for Academic Affairs shall be appointed by the President of the University in consultation with the Faculty Senate. The President shall determine the size and constitution of the search committee, but it must include: (1) at least six voting members chosen by the President from a list of at least ten Faculty members formulated by the Executive Committee of the Faculty Senate. The list of nominees must be broadly representative of the diverse University community and must include Faculty members from all ranks and from all Colleges and Schools. (2) The President will also choose 2 voting members from a list of 6 Instructional Staff members submitted by the Lecturers and Educators Congress. The list of nominees must be broadly representative of the diverse University community and must include Instructional Staff members from all ranks and all Colleges and Schools. (3) The President shall also select three voting committee members from the University community, including at least one academic Dean and one student. (4) The President may also appoint additional non-voting members.

#### 7.1.3.3.2 Search Committees for Deans of Degree-Granting Colleges and Schools

Dean search committees shall consist of eleven voting members chosen as follows: (1) Five Faculty members from the College or School shall be selected by the Provost from a list of at

least eight nominations provided by the Executive Committee of the Faculty Senate. The list should be broadly representative of the College or School, with nominees from all constituent units and all Faculty ranks. (2) The Provost shall select two Instructional Staff members from the College or School from a list of at least 6 nominations provided by the Lecturers and Educators Congress. The list should be broadly representative of the College or School, with nominees from all constituent units and ranks. (3) Two Faculty members from outside the College or School shall be selected by the Provost from a list of at least four nominees provided by the Executive Committee of the Faculty Senate. (4) The Provost shall select two additional voting members from the University, including at least one academic Dean. (5) The Provost may appoint additional non-voting members from the University, including members of staff and students. (5) The Provost may also appoint appropriate non-voting members from outside the University, including a member of the College or School's Board of Visitors.

#### 7.1.3.5 Appointment by the Provost/President for Deans, Provost, Senior Vice Provost for Research

Before making the appointment, the Provost in the case of the Deans and the President in the case of the Provost and the Senior Vice Provost for Research, consults with the Department P&T Committee of the Department in which the nominee will be appointed, to determine the Faculty rank and tenure status of the appointment. The appointment must be made with tenure, at or above the rank of Professor. If appointment at the rank of Distinguished Professor is under consideration, the approval of the Distinguished Professors Committee must be obtained.