

James Madison University Faculty Senate
Resolution for Faculty Appeals Committee Additions to the Senate Bylaws

Whereas the role of chair of the Faculty Appeals Committee (FAC) is largely undefined in the Senate Bylaws and there is not a record of the role of past FAC chairs, and

Whereas the members of the FAC have examined the matter thoroughly and approved wording to add to the Bylaws to create clarity and consistency for the functioning of the committee,

Let it be resolved that the following three statements (C., D., and E.) be added to the Faculty Senate Bylaws under Article IV: Committees, section 10. Faculty Appeals Committee

10. Faculty Appeals Committee

A. The Faculty Appeals Committee shall consist of one member from each academic college. Members on this committee must be either tenured or have served at least six years of full-time teaching at JMU. If the college requirement cannot be met from among members of the Faculty Senate, the Steering Committee may appoint as a member of the committee a tenured faculty member, or a faculty member who has served at least six years of full-time teaching at James Madison University, who is not a member of the Faculty Senate. Academic Unit heads, and assistant and associate deans are ineligible for membership on this committee. The committee shall elect its own chair at its first meeting following the Organizational meeting in April. The chair of the committee shall serve as a member of the Steering Committee.

B. This committee shall receive appeals from instructional faculty members, determine whether a hearing will be held, and if so, select a Hearing Committee, under the terms of the Faculty Handbook.

C. For all business concerning the Faculty Appeals Committee (excluding steering committees) the chair of the FAC is a non-voting member except when a vote by the chair is needed to break a tie.

D. The chair is the point of contact for faculty submitting an appeal and can request additional information for clarification of an appeal submission.

E. The chair will assist the faculty submitting a request for an appeal in identifying the policies in the Faculty Handbook that are pertinent to the requested action and may do so in a meeting or electronically. Assistance is provided solely regarding the Faculty Handbook policies regarding appeals; the chair is not an advocate for the appellant but a resource for following policy and procedure.