

PROCEDURES FOR ELECTION OF TENURE TRACK PEER REVIEW COMMITTEES

Membership

The College of Education, Health and Human Services Peer Review Committees (PRCs) must consist of three eligible tenured faculty members. Academic units, defined as departments (in schools where they exist) and schools (where no departments exist) must elect a PRC comprised of three tenured professors as needed. Academic units may adopt separate voting procedures if approved by the Dean's Office and if the procedures are in compliance with the Collective Bargaining Agreement (CBA). In the absence of an academic unit approved procedure, the process in this document shall be followed.

Membership Eligibility

Eligibility for membership is specifically defined by the CBA.

Voter Eligibility

Eligibility to vote in a PRC election is defined by the CBA.

Election Procedures

- Without exception, elections must be held for PRC members.
- A ballot will be valid if there is at least one candidate per position to be filled.
- In a contested election, the three candidates receiving the most "yes" votes cast are seated.
- In a non-contested election, a candidate must receive "yes" votes from a majority of the votes cast.
- If a vacancy needs to be filled, the same election procedure must be followed to elect a replacement.

- Elections will be administered by the Dean's Office in mid-April using the following process:
 - ❖ Dean's Office calls for nominations for each PRC needed with a window of at least five (5) working days.
 - ❖ Dean's Office sends ballots to eligible voting members with a window of at least five (5) working days.