

**RESOLUTION
OF
THE BOARD OF VISITORS
VIRGINIA STATE UNIVERSITY**

**A Resolution to Revise the Academic Departmental Structure and
Establish Term Appointments for Department Chairpersons**

WHEREAS, the Provost carried out the charge of the Virginia State University Board of Visitors to make recommendations on the appointment, evaluation, and possible rotation of department chairpersons; and

WHEREAS, the vice-provost for administration has provided data, on a national scale regarding status of chairpersons serving on term appointments and the reappointment processes of selected HBCUs, Peer Institutions, Virginia public supported institutions, and others; and

WHEREAS, the vice-provost for administration and the Office of Institutional Planning and Assessment have surveyed the faculty, faculty council, and undergraduate deans for their input on appointment, evaluation, and possible term appointment for department chairpersons; and

WHEREAS, the data from the above survey have been analyzed by the Office of Institutional Planning and Assessment and the results have been distributed to the faculty, faculty council, undergraduate deans, and shared with Board of Visitors; and

WHEREAS, the provost has presented the financial and statistical data that relate to the reorganization and term appointment; and

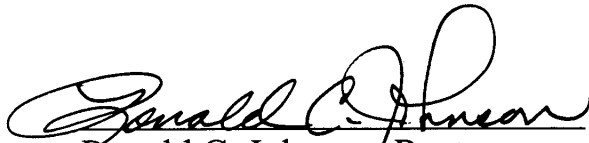
WHEREAS, this resolution would:

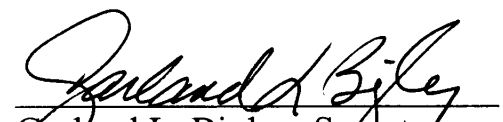
1. Provide better use of resources to build department and departmental support activities;
2. Provide selected faculty an opportunity for growth, development, and leadership;
3. Stimulate new ideas and perspectives for departmental growth;
4. Provide training for departmental chairpersons.
5. Hold chairpersons accountable for administrative decisions, procedures, and processes, and

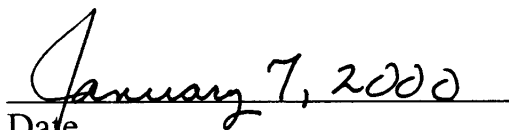
6. Have chairpersons available throughout the year for recruiting, administrative duties, and overall leadership.

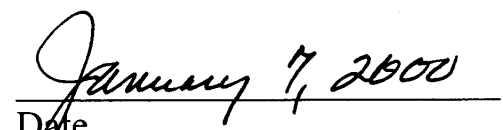
NOW, THEREFORE, BE IT RESOLVED that the Board of Visitors directs the Provost and President to:

1. Merge departments per Provost's recommendations.
2. Establish an administrative process to determine minimum class sizes for undergraduate and graduate courses.
3. Appoint department chairpersons on a 12-month basis.
4. Provide stipend for all department chairpersons hired pursuant to this policy to equal 1/3 of their nine-month salary for their administrative duties effective July 1, 2000.
5. Limit chairpersons to a three-year term with the option of being renewed for a second three-year term (six years maximum). Chairpersons must wait at least three years before they are eligible to serve again.
6. Replace all chairpersons who have served at least six years pursuant to this policy effective July 1, 2000.
7. Provide all the twelve-month chairpersons who will be replaced effective July 1, 2000, with a one-time transitional stipend of \$7500.00. This stipend will not be repeated in the future for other chairpersons.
8. Establish an administrative process that bases a percentage of the chairperson's evaluation on administrative duties.
9. Seek faculty input in making recommendations to the dean and Provost prior to the Provost making a recommendation to the President for appointment.
10. Include a provision for removing an appointed chairperson at any time for not performing the assigned duties.
11. Establish a reasonable teaching/administration ratio for chairpersons, and
12. Provide annual training sessions for all department chairpersons.


Ronald C. Johnson, Rector


Garland L. Bigley, Secretary


Date


Date