

Document 2

Revisions to November draft based on feedback and discussion:

Scope

- (1) A. This policy applies to the reorganization of academic units of Indiana University Bloomington ~~on the Bloomington campus~~ if the reorganization:
- Creates, eliminates or merges a school
 - Creates, eliminates or merges a department or program with academic appointees from more than one school;
 - Moves a department or program from one school to another;
 - Is not otherwise covered under a school reorganization policy.
- (2) B. This policy does not apply to the reorganization of units as a result of a university-wide financial exigency, when the policies outlined in university policy ACA-41, Faculty Role Regarding University Financial Exigency [link] and BL-ACA- D19, Faculty Selection for University Financial Exigency Committee [link] shall apply, or when the reorganization is a result of a campus financial crisis, when policy BL-ACA-17, shall apply.
- (3) C. In the case of a reorganization proposal that affects a school that has a presence on more than one campus, and will affect departments, programs or academic appointments on more than one campus, university policy ACA-79, Merger, Reorganization and Elimination of Academic Units and Programs Involving Core Schools shall apply.
- (3b): D. In the case of a reorganization proposal that affects only schools within the College, this policy applies if the reorganization will affect departments, programs or academic appointment from units outside the College.
- (4) E. Any question regarding whether a reorganization falls under this policy shall be resolved by consultation between the Provost and the Executive Committee of the Bloomington Faculty Council (BFC).

Policy Statement

- (5) A. Circumstances such as developments scholarship, new directions in sciences and the arts, changing student expectations, financial opportunities or constraints, or administrative efficiencies, may make it prudent to consider the reorganization of academic units, and may necessitate a reallocation of financial resources and the reassignment of academic appointees, staff, and students to new academic homes.
- (6) B. Reorganization should occur only when that action is expected significantly to enhance the ability of Indiana University Bloomington to perform its academic mission.
- (7) C. It is in the mutual interests of the faculty and Provost to provide the highest quality academic units at Indiana University-Bloomington. Consultation among the Provost, faculty, and other constituencies is therefore the most desirable way to consider the reorganization of

academic units. The review procedures set out in this policy, in which primary responsibility is vested in a diverse committee, is presumptively the most useful method of consultation.

(8) D. This policy should be interpreted and applied in a way that **respects** ~~is guided by~~ the principles of **collaboration between faculty and the administration**, shared governance, academic freedom, honoring tenure and faculty appointments, and preserving the role of peer review in decisions affecting academic personnel.

(9) E. All university and campus policies on diversity apply to the selection of a Review Committee and the reorganization process.

(10) F. Primary faculty responsibility for reorganization under this policy is vested in the BFC Executive Committee which meets regularly with the Provost, can refer matters to any relevant standing committee, and can act promptly to create a Review Committee.

(11) G. The appointments of academic appointees with tenure or long-term appointments shall not be terminated as a consequence of a reorganization except as provided in university policies ACA-41, Faculty Role Regarding University Financial Exigency [link], and ACA-52 §§ D-E, Involuntary Dismissal of Academic Appointees [link].

1. Necessary reductions in the number of faculty with tenure or long-term appointments shall be achieved instead by voluntary attrition or reassignment and in consultation with the relevant unit faculty governance organizations.

2. Appointees whose academic home is eliminated or substantially changed may be reassigned to a new academic home based on the mutual fit of scholarly, scientific or artistic interests. Every effort shall be made to find a new home that is agreeable both to the affected appointee and to faculty members in the receiving unit, with the understanding that in rare instances it may be impossible to find an arrangement that fully satisfies all parties.

3. The dean of the affected school and the Vice Provost for Faculty and Academic Affairs have ultimate responsibility for finding a new academic home for affected faculty members.

(12) H. Probationary appointees and those with one-year appointments whose academic home is eliminated or substantially changed may be reassigned to a new academic home based on the mutual fit of scholarly, scientific or artistic interests. A reasonable effort shall be made to find a new home that is agreeable both to the affected appointee and to faculty members in the receiving unit, with the understanding that in some instances it may be impossible to find a satisfactory arrangement.

(13) I. When an academic appointee is moved to a new unit, tenure and promotion reviews shall be conducted under the criteria and standards of the new unit, subject to these provisions:

1. Tenure-track appointees who are moved during the probationary period may choose to be reviewed under the tenure standards of their original home unit at the time they were first appointed.

2. Whenever an appointee is reassigned to a new home, there shall be a memorandum of understanding concerning the distribution of professional responsibilities and how input shall be gathered from the former home unit for tenure or promotion decisions.

(14) J. Appointees remain obligated to perform customary research/creative activity, teaching and service responsibilities throughout the period of reorganization.

(15) K. Reorganization of academic units shall not result in involuntary base pay reductions or alteration of negotiated agreements with academic appointees, or in the loss of time accumulated toward vacation or sabbatical leave eligibility.

(16) L. Every effort shall be made to enable students enrolled in degree programs at the time of reorganization to complete the requirements for those degrees, and arrangements for completion of degree programs shall be included in the reorganization plan.

(17) M. Contracts and agreements with graduate students, including the continuation of their fellowships, stipends, student academic appointments, and research programs, shall be honored.

(18) N. An academic appointee adversely affected by the reorganization of academic units may file a grievance with the Faculty Board of Review.

(19) O. Each school should have a policy for the creation, reorganization, elimination and merger of departments and programs within that school which is approved by its faculty governance organization.

Reason for policy

(20) The Constitution of the Bloomington Faculty provides legislative authority to the faculty in matters pertaining to the creation, reorganization, merger, and elimination of academic units that affects more than one school on the campus. These matters are critical to our academic mission. Consistent with our commitment to shared faculty and administrative governance, this policy specifies the role faculty play in campus reorganization.

Procedures

(21) A. A reorganization of academic units may be proposed by university or school administrators, faculty governance bodies, student government, or any member of the university community. A reorganization proposal should be presented to the Provost who shall decide whether to move forward with it.

(22) B. If the Provost decides to move forward with a reorganization proposal, the Provost shall:

1. Inform the BFC Executive Committee, the full BFC, and the faculty governance bodies at the **affected units**. [see definition]

2. Present a **written** proposal that explains why the reorganization is both desirable and feasible **which shall be included in the records of the BFC**.

3. Set a timeline for the review that allows ample time for the process and takes into consideration the normal cycle of faculty appointments, graduate student recruitment, and student course registration.

4. Request that the BFC Executive Committee provide names of faculty to serve on a Review Committee.

(23) C. The Provost ~~appoints~~ and Executive Committee shall collaborate to appoint the members of the Review Committee. The committee shall comprise ~~should contain~~ :

1. Appropriate faculty selected by the BFC Executive Committee, who make up approximately half the committee and include from the affected unit(s) and include both tenure-track and non-tenure-track faculty.

~~2. 1.~~ Additional members selected by the Provost in consultation with the deans of the affected schools.

~~2. An approximately equal number of faculty recommended by the BFC Executive Committee, some of whom should be from the affected unit(s).~~

3. One or more ~~At least one~~ representative of the undergraduate students, the graduate students, and the staff.

4. ~~The Committee usually should have~~ A minimum of 10 ~~12~~ and maximum of 25 members.

(24) D. The final committee membership should be agreed upon by the Provost and the BFC Executive Committee, and no person should be on the committee who is opposed by either.

(25) E. ~~The Provost may select the chair of the Review Committee.~~ The committee chair shall be agreed on by the Provost and the Executive Committee.

(26) F. The Provost shall provide a charge to the Review Committee that includes a description of the proposed reorganization.

(27) G. The Provost shall arrange for adequate staff and financial support for the activities of the Review Committee.

(28) H. A Review Committee shall establish its own operating procedures but must in all reviews:

1. Consult widely with affected members of the university community.
2. Consult with the affected unit policy committees.
3. Include one or more open meetings that provide an opportunity for questions and discussion.
4. Produce a comprehensive Recommendation Report.

(29) I. The committee may consult with experts in the discipline from outside Indiana University.

(30) J. The Recommendation Report should cover:

1. The significance of and justification for the reorganization to advancing the mission of I.U. Bloomington.
2. The budgetary impact including both resources and expenditures.
3. The physical plant impact including changes in the location of faculty and administrative offices and teaching, research and creative activity space.
4. Plans for current and future academic appointments, including how probationary faculty will progress toward tenure and job security for non-tenure-track faculty.
5. Plans for the interim and permanent addition, reassignment, or elimination of deans and other senior administrators and a timetable for such changes.
6. A list of proposed staff reassignments, additions or eliminations and a timetable for implementing any changes.
7. A description of any courses, programs or degrees being added, reduced or eliminated, a timetable for such changes, and legacy plans for students currently in those programs who will be affected.
8. How graduate students will be supervised and funded and legacy plans for graduate students currently in those programs who will be affected.
9. Arrangements for interim and permanent faculty governance documents, including tenure and promotion guidelines.
10. Any implications of the reorganization on unit accreditation.

(31) K. The Recommendation Report shall be presented to and voted on by the eligible faculty [see definition] in the affected units. The Report will be deemed to have faculty approval if at least two-thirds of the votes cast by eligible faculty members support the plan.

(31b) If fewer than two-thirds of the faculty support the plan, the Review Committee shall either ~~may~~ revise and resubmit the proposal to the affected units for a new vote or recommend that the proposal not proceed.

(32) L. The Report and final votes will be reported to the BFC Executive Committee, the full BFC, affected units, and the Provost. The report shall be included in the records of the BFC.

(33) M. The Provost is expected to follow the Recommendation Report. If the Provost is unable or unwilling to follow the Committee's recommendations, the Provost shall inform the Review Committee, and the BFC Executive Committee, the affected units and the full BFC and provide a statement of the reasons why. The Provost shall then consult with the Executive Committee about whether to revise and resubmit the reorganization proposal to the same or a different Review Committee.

(34) The Provost shall not implement a reorganization proposal that has failed to receive unit support or substantial support from the Review Committee except in the case of university financial exigency under policy ACA-41 or campus financial crisis under policy BL-ACA-D17.

Definitions:

(34) a. “Academic unit” is a school, department or program that has one or more academic appointees and/or offers courses for credit or degrees.

(34B) “Affected unit” is:

1. An existing academic unit that will be eliminated, reorganized, or merged,
- 2: An existing academic unit from which programs, faculty, infrastructure or significant resources will be moved or reallocated when a new unit is created; or
3. The Bloomington Faculty Council if the creation of a new academic unit is proposed and neither (a) nor (b) apply.

(35) b. “School” includes schools, colleges, and any other academic unit headed by a Dean.

(36) c. “Department” is an academic subdivision of a school typically headed by a Chair.

(37) d. “Program” is an academic subdivision housed in, or affiliated with, one or more schools, typically headed by a Director. The term may include subdivision with titles other than program, such as centers, institutes and workshops.

(38) e. “Academic home” is the academic unit in which an appointee’s primary appointment is located.

(39) f. “Faculty” means tenure-track faculty and librarians and non-tenure-track faculty as defined in sections 1.1, 1.2, and 1.3 of the Constitution of the Bloomington Faculty [link].

(40) g. “Academic appointees” refers to all faculty plus other academic appointment categories as defined in ACA-14, Classification of Academic Appointments. [link]

(40B) “Eligible faculty” means academic appointees eligible to vote on unit policies as defined by the unit.

(41) h. The “Provost” refers to the individual holding this office at Indiana University-Bloomington, or those to whom the responsibilities have been delegated by the Provost.

(42) I. “School or unit policy committee” refers to policy committees as described in BL-ACA-D7, Unit Policy Committees.