

ARTICLE 11
INITIAL HIRE

Section 1. Procedures for Appointment of Bargaining Unit Member.

- A. For purposes of appointment the term “academic unit” is defined as one of the following:
1. A department or school where bargaining unit faculty hold a primary appointment.
 2. A college without departments where bargaining unit faculty hold a primary appointment.
- B. After the Senior Vice President and Provost has approved a bargaining unit position, a search committee shall be formed as set out below. Academic unit guidelines shall include procedures for the search process.
1. The search committee shall have a maximum of seven, five, or three bargaining unit faculty selected through the process outlined in (a), (b), and (c) below. The dean, in consultation with the Provost and the bargaining unit, shall determine the maximum number of members on the search committee. The search committee shall be

composed in accordance with the table below and as illustrated in (a), (b), and (c) below.

Number of bargaining unit faculty	Bargaining unit faculty elected by the academic unit	Bargaining unit faculty appointed by the department chair: dean appoints in academic units without departments	Provost appointments
7	5 (4)	2 (3)	2 (1)
5	3 (4)	2 (1)	1
3	2	1	1

- a. The bargaining unit of the department shall elect members from the bargaining unit of the department to serve on the committee.
 - (i) For search committees with seven bargaining unit faculty, four or five shall be elected by the bargaining unit faculty of the department.
 - (ii) For search committees with five bargaining unit faculty, three or four shall be elected by the bargaining unit faculty of the department.
 - (iii) For search committees with three bargaining unit faculty, two shall be elected by the bargaining unit faculty of the department.
- b. The chair of the department shall appoint members from the bargaining unit.
 - (i) For search committees with seven bargaining unit faculty, two or three bargaining unit faculty shall be appointed by the chair of the department.
 - (ii) For search committees with five bargaining unit faculty, two or one bargaining unit faculty shall be appointed by the chair of the department.
 - (iii) For search committees with three bargaining unit faculty, one bargaining unit faculty member shall be appointed by the chair of the department.
 - (iv) For academic units without department chairs the dean of the college shall make the appointments described in this subsection.

- c. The Provost, at his/her discretion, shall have the right to add no more than two representatives to the search committee beyond those selected through the process outlined in (a), (b), and (c) above, who may or may not be members of the bargaining unit of the department. For search committees with five or three bargaining unit faculty, the Provost shall have the right to add no more than one member; and, for search committees with seven bargaining unit faculty, the Provost shall have the right to add no more than two members.
 - d. Once the search committee is formed, the search committee shall elect a chair of the search committee from among two or more elected bargaining unit faculty nominated by the dean. In the event that the dean chooses not to nominate any chair candidates, the search committee shall elect the chair of the search committee from among the bargaining unit faculty of the search committee.
- C. The search committee shall develop a search plan and execute the plan in conformity with legal requirements and academic unit guidelines.
 1. The Senior Vice President and Provost shall approve the plan or recommend changes as deemed appropriate.
 2. If changes to the search plan are recommended, the Provost will communicate and discuss the changes with the search committee chair.
- D. Academic unit approval of candidates
 1. The process of initial appointment is defined as a deliberative process. The department chair and all bargaining unit faculty in the academic unit at the rank of college lecturer, clinical instructor, instructor, assistant professor, associate professor, professor and distinguished professor are eligible to participate in the process. However, those eligible who do not participate in or attend the deliberations are not permitted to vote. Individual unit's guidelines may allow for absentee ballots in extenuating circumstances for persons who have been participants in the deliberations.
 2. After the completion of the interview process, the academic unit members (as defined in (D)(1)) shall select by secret ballot a candidate(s) to recommend for appointment. A simple majority is

required. The academic unit may recommend more than one candidate in priority order.

- a. In academic units with departments, the department chair shall vote.
 - b. The dean shall not vote.
3. In academic units with departments, the department chair shall forward the recommendation to the dean. Department chairs shall not provide a separate recommendation.
 4. In academic units without departments, the chair of the search committee shall forward the recommendation to the dean.
- E. If the dean approves the bargaining unit faculty's recommendation, he/she shall transmit the bargaining unit faculty's recommendation and his/her recommendation to the Senior Vice President and Provost. If the dean does not support the bargaining unit faculty's recommendation, the dean shall meet with the academic unit to discuss his/her concerns. In the absence of a subsequent agreement with the academic unit, the search will be considered failed.
- F. If the Senior Vice President and Provost approves the recommendation, the candidate may be contacted and offered employment at the University of Akron pending the approval of the Board of Trustees.
1. The appointment of bargaining unit faculty is subject to the approval of the Board of Trustees of the University of Akron. No officer, dean, committee, or other such entity shall have the authority to employ, set the compensation or other terms of employment except the Board of Trustees. All offers of employment shall be subject to this condition.
- G. The department chair, school director, or the dean in colleges without departments shall provide a copy of the academic unit reappointment, tenure, and promotion guidelines and criteria and a copy of this Agreement to all newly appointed bargaining unit faculty.

Section 2. Nature of Appointment of Bargaining Unit Faculty.

- A. Unless the University has awarded tenure or a fixed-term contract, all appointments of full-time bargaining unit faculty are on an annual, temporary, or probationary basis, renewable each academic year at the discretion of the University.

- B. The Board of Trustees normally appoints all bargaining unit faculty for an initial period of one academic year. In some cases, appointments for a period of more or less than one academic year may be made, as in the case of initial appointments at midyear or emergency one semester appointments.
1. Upon appointment every bargaining unit faculty member receives from the Secretary of the Board of Trustees a certificate or letter of appointment as regular or auxiliary faculty, stating the rank or designation appropriate to the bargaining unit member's status, annual salary or periodic salary if part-time, and length of appointment.
- C. Without limiting the authority of the Board of Trustees as conferred and defined by law to act in such matters upon its own motion, college lecturers, clinical instructors, instructors, assistant professors, associate professors, professors, and distinguished professors shall be appointed by the Board of Trustees upon recommendation of the Senior Vice President and Provost.