

Longwood University Faculty Senate
**PROPOSAL/POLICY COVER
SHEET**

This cover sheet is intended to provide information to members of the Faculty Senate about a new proposal/policy or about revisions to an existing proposal/policy. **If you are proposing a new policy, then attach the text of the policy to this form. If you are proposing a change to an existing policy, then attach the text of the current policy with any deleted language marked by a strikethrough and with new language marked by an underline. If you are deleting a policy, then attach the text of the policy to be deleted.**

COMMITTEE(S) that authored or sponsored this proposal: Accreditation and Compliance.

TOPIC: FPPM Section III. C. Deans

BACKGROUND (Provide a brief statement describing the origins of this proposal, the nature of the problem it addresses, and the work completed to devise the proposal):

A review of this set of responsibilities was undertaken to ensure consistency with other sections of the FPPM and the university assessment policy related to the deans. Deans reviewed the changes to responsibilities in February 2021. The name change of the College of Education, Health, and Human Services prompted revision and clarification of the introduction.

SUMMARY OF NEW POLICY OR PROPOSED CHANGES OR DELETIONS TO AN EXISTING POLICY (Provide a brief list or statement describing the content of the policy or the proposed changes or deletions):

- 1) Re-wording of the introduction.**
- 2) Inclusion of course schedules as a specific example in management of resources.**
- 3) Revised language for assessment.**

RATIONALE FOR THE POLICY OR PROPOSED CHANGES (Provide a brief statement as to why the new policy, the changes, or the deletion is needed):

- 1) The intent of these changes is to remove some repetitive wording and ensure the term “academic college” is used consistently throughout the FPPM.**
- 2) In practice, deans’ offices already approve department class schedules. In FPPM section II. L. Course Operating Standards and Class Meeting Times, schedule changes require deans’ approval. Listing this item makes current practice explicit as a responsibility.**

3) The common language for assessment at Longwood involves annual assessments and program reviews. University assessment policy states that deans should ensure completion of and should review these plans. Current language assigns program coordinators/directors to work with department chairs on completion of program assessment.

Routing information and signature lines:

Date submitted to Senate Executive Committee for Consideration:

Action(s) Taken:

Date first read at Faculty Senate:

Action(s) Taken:

Date final action taken by Faculty Senate:

Action(s) Taken:

Senate Chair: _____

Date submitted to the PVPAA (within 5 working days of Senate approval):

Action(s) Taken:

PVPAA: _____

Date: _____

Date submitted to other administration:

Action(s) Taken:

Administrator: _____

Date (within 15 working days of PVPAA's signature): _____

Date submitted to the Board of Visitors:

C. DEANS

Longwood University has five Colleges: three academic colleges (Business & Economics; Education, Health, & Human Services; and the Cook-Cole College of Arts & Sciences) and two supporting colleges (the College of Graduate and Professional Studies, and the Cormier Honors College). The college dean is the chief academic and administrative officer of each College. Each dean reports to the Provost and Vice President for Academic Affairs (PVPAA) and, ~~as the chief academic and administrative officer of the college,~~ has jurisdiction and responsibility for the best interests of the college's programs and faculty and the academic well-being of its students.

Specific roles of the deans include:

1. Providing academic leadership to the college.
2. Facilitating the development of and implementing the college's mission and ensuring that it is congruent with the mission of the University.
3. Assisting in the development, implementation, and review of the University's mission.
4. Implementing the college and University strategic plan; ensuring that the college's strategic plan is mission driven and supports the University's plan.
5. Working in a cooperative and constructive manner with other leaders of the Longwood University community.
6. Encouraging and supporting curricular and instructional innovation within the college.
7. Managing the human, financial, and physical resources of the college, promoting a fair distribution of all their resources, including faculty and staff positions, course scheduling, instructional space, and instructional equipment.
8. ~~Directing~~ Supervising program assessments and ~~review~~ evaluations within the college.
9. Guiding the recruitment, retention, and development of the students of the college.
10. Encouraging and supporting faculty development within the college.
11. Ensuring the mentorship and support of new faculty members.
12. Ensuring the integrity of procedures regarding appointment, reappointment, promotion, tenure, and annual evaluation of faculty.
13. Managing faculty recruitment within the college.
14. Ensuring effective management at all levels within the college including recommendation of department chair in consultation with the faculty.
15. Encouraging and supporting the development of quality research and other intellectual contributions and effective public service by the faculty within the college.
16. Identifying and obtaining external resources for the college.
17. Promoting positive and productive relations with the alumni of the college and with the larger community.

18. Ensuring that the college maintains appropriate professional accreditation for its programs.
19. Approving exceptions to academic regulations as allowed by University and college policies.
20. Performing other duties as assigned by the PVPAA.

References: Report of the Committee on Structure and Governance, May 4, 1989, Academic Affairs Committee, October 17, 1997.