

MEMORANDUM

Date: April 17, 2012

To: Departmental Elections Officer
Department of Math and Statistics

From: William R. LaCourse, Interim Dean

Re: Dean Instructions to the Departmental Elections Officer



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In regards to the election process for the Chair of Mathematics and Statistics, I am writing to address the concerns of several faculty members, including those expressed in a formal letter from an official candidate. It is important to note that the department election serves as a recommendation of a candidate to the Dean. The Dean is the appointing authority for the chair's administrative position and is empowered with a range of options in selecting a departmental chair, which may include accepting the recommendation of the faculty majority. As part of the decision-making process and the Dean's role of oversight, supplemental materials and information may be requested to further inform the Dean.

In order to ensure the integrity of the election process and to more fully inform my final decision, I am instructing you to implement the plan of action outlined below:

- Follow the procedures identified in the latest written version of the departmental by-laws. These are the governing processes for departmental elections.
- Hold an election in strict accordance with those by-laws, including the provision that extends voting privileges only to regular tenured and tenure-track faculty. Notify me of the election date by April 23, 2012. (Please take into consideration previous commitments and obligations of faculty in setting the date for the election.)
- Provide the Dean with the department's recommendation that includes the vote tally for each of the candidates and a copy of the latest written version of departmental by-laws.
- Submit a list of the four Lecturers in the department and their contact information.

I am aware that, although not in accordance with the latest version of the by-laws, departmental practice has allowed Lecturers to vote for Chair in previous elections (at least two). My decision, however, must be based upon a full accounting of departmental opinion. To that end, I have instructed Kathy Sutphin (Assistant Dean of Academic Affairs, CNMS) to collect and tally the votes of all four Lecturers through a confidential method and report the outcome directly to me. Ms. Sutphin will contact the four Lecturers directly to arrange their voting process. The Lecturers' vote will occur concomitantly with the departmental vote.