

TO: The Senate  
FROM: The Faculty Affairs Committee  
DATE: 4 January 1988  
SUBJ: Revisions to Senate Document SD 86-22: Contingency Planning Policy  
and Procedures

DISPOSITION: Upon approval, to the Presiding Officer for implementation

We wish to recommend several changes in SD 86-22 which should make the document clearer and easier to implement. The first two sets of changes, detailed in A and B below, are editorial, and we have elected to describe the changes rather than to compare the texts of the two documents. The final set of changes, found in C below, seem somewhat more substantial in nature; accordingly, you will find dual text versions for these recommended changes.

Resolved, That the Senate approve the following amendments to SD 86-22.

A. Format of Section III

Section III of SD 86-22, unlabelled, will now become:

- III.A. Definitions
- III.B. Procedure

and the subsections under III will be reformatted to comport with this new division.

B. Change in Title

Wherever the title "Vice Chancellor and Dean of the Faculty" appears, it will be replaced by the title "Vice Chancellor for Academic Affairs."

C. Significant Wording Changes

(See Attached Pages)

CURRENT

DISPOSITION: To the Presiding Officer for consideration by the Trustees and for implementation upon approval

PROPOSED

DISPOSITION: Upon approval, to the Presiding Officer for implementation

C. Financial Difficulties:

1. A financial crisis for IPFW as a whole would be a situation in which an unusual deficit, either incurred or anticipated, could be settled only through actions which might seriously impair IPFW's academic missions of research, teaching, and service.

2. A financial exigency for IPFW would be the worst type of financial crisis--a demonstrably bona fide, imminent financial crisis which threatened the survival of IPFW as a whole and which could not be alleviated by means less drastic than the termination of faculty appointments with tenure or of faculty appointments without tenure before the end of the specified terms.<sup>1</sup>

2. Financial Difficulties:

a. A financial crisis for IPFW as a whole would be a situation in which an unusual deficit, either incurred or anticipated, could be settled only through actions which might seriously impair IPFW's academic missions of research, teaching, and service. Such a crisis will be said to exist when so declared by the Chancellor of IPFW or the Board(s) of Trustees.

b. A financial exigency for IPFW would be the worst type of financial crisis--a demonstrably bona fide, imminent financial crisis which threatened the survival of IPFW as a whole and which could not be alleviated by means less drastic than the termination of faculty appointments with tenure or of faculty appointments without tenure before the end of the specified terms.<sup>1</sup> Such an exigency will be said to exist when so declared by the Chancellor of IPFW or the Board(s) of Trustees.

CURRENT

E. The BAS shall secure and review relevant information, both budgetary and otherwise, about the campus and the system. The BAS shall consult with the Chancellor, the Vice Chancellor and Dean of the Faculty, the deans and directors for Academic Affairs, the deans and shall consult with other campus administrators. The BAS shall consult with the Educational Policy Committee and the Faculty Affairs Committee of the Senate; and the BAS shall consult with representatives of other affected campus groups. The BAS shall consider alternatives for alleviating the situation. Within 30 days of the request from the Chancellor, the BAS shall submit to the Chancellor and the Senate a report on its deliberations, its judgment of the severity of the situation, and its recommendations for alleviating the effects. If in the BAS's view the severity of the crisis warrants a declaration of financial exigency, it shall so recommend.

PROPOSED

2. The BAS shall secure and review relevant information, both budgetary and otherwise, about the campus and the system. The Chancellor shall provide the BAS with his or her assessment of the financial situation and suggest some alternative approaches to deal with the problems. The BAS shall consult with the Chancellor, the Vice Chancellor for Academic Affairs, the Vice Chancellor for Financial Affairs, the deans and directors and other campus administrators. The BAS shall consult with the Educational Policy Committee and the Faculty Affairs Committee of the Senate; and the BAS shall consult with representatives of other affected campus groups. The BAS shall consider alternatives for alleviating the situation. Within 30 days of the request from the Chancellor, the BAS shall submit to the Chancellor and the Senate a report on its deliberations, its judgment of the severity of the situation, and its recommendations for alleviating the effects. If in the BAS's view the severity of the crisis warrants a declaration of financial exigency, it shall recommend that the Chancellor so declare.

CURRENT

4. Procedures

After appropriate school procedures have been completed, the dean(s) or director(s) of the affected school(s) or division(s) will report the proposed merger/reorganization/elimination to the Chancellor. The Chancellor will in turn refer the proposal to the Chairman of the CMRE, who will convene the CMRE and establish a timetable for action which will include a reasonable time for faculty remonstrance. Each committee will assemble the pertinent facts that will enable it to reach a well-documented decision about the direction and range of the proposed change. Then three representatives of each committee selected by that committee will meet to negotiate and to render a decision on the proposed merger/reorganization/elimination. Each committee will have a single vote, and any two of the three committees could sustain a decision over the opposition of the third committee, although the final decision that will be recommended to the Chancellor might represent a compromise of all opinions. Any decision that might affect faculty members in that program will follow the guidelines set out under Section V of these procedures. Any decision that affects students pursuing a degree or requiring coursework in that program should allow for those students to complete their degree program or to transfer to a comparable program without incurring any credit penalty.

3. If the administrator of a program that is to receive a reassignment faculty member determines that such reassignment should be contingent upon retraining, the affected faculty member shall be:
- a. Automatically eligible for training leave and

PROPOSED

4. Procedures

After appropriate school procedures have been completed, the dean(s) or director(s) of the affected school(s) or division(s) will report the proposed merger/reorganization/elimination to the Chancellor. The Chancellor will in turn refer the proposal to the Chairman of the CMRE, who will convene the CMRE and establish a timetable for action which will include a reasonable time for faculty remonstrance. Each committee will assemble the pertinent facts that will enable it to reach a well-documented recommendation about the direction and range of the proposed change. Then three representatives of each committee selected by that committee will meet to negotiate and to render a decision on the proposed merger/reorganization/elimination. Each committee will have a single vote, and any two of the three committees could sustain a decision over the opposition of the third committee, although the final recommendation to the Chancellor might represent a compromise of all opinions. Any recommendation that might affect faculty members in that program will follow the guidelines set out under Section V of these procedures. Any recommendation that affects students pursuing a degree or requiring course work in that program should allow for those students to complete their degree program or to transfer to a comparable program without incurring any credit penalty.

3. If the affected faculty member and/or dean/director of the newly assigned department determines that such reassignment requires retraining, the affected faculty member shall be:
- a. Automatically eligible for such training, leave as determined appropriate in content and duration by the faculty member in consultation with the dean/director.