Department Pathology and Laboratory Medicine Bylaws

Passed by Academic Senate By- Law 55 (2/3 majority of those voting)

Approved by Academic Senate Faculty, 03/7/2016 approved by 2/3 majority secret ballot. [23 yes; 0 no; 0 abstain; 9 no return]

The Department of Pathology will adhere to the following rules concerning voting procedures:

I. **Department Faculty members**
   A. Senate Faculty of Department Pathology include:
      i. Regular Line Faculty [*Ladder Faculty*]
      ii. In-Residence, Clinical (X)
   B. All Senate department members, including Recalled Emeriti, have the right to vote on non-personnel substantial department questions. Non-Recalled Emeritus faculty do not have the right to vote on departmental matters.
   C. Non-Senate Faculty of the Department of Pathology include:
      i. Adjunct series, Health Sciences

II. **Academic Personnel Actions**
   A. **Voting Rights**
      i. Tenured Faculty members have extended the right to vote on Academic Personnel Actions (appointments, promotions, merit increases, change in series, and 4th year appraisals) to In Residence and Clinical X Faculty.
         [1/15-19/2016 Tenured Professors approved by 2/3 majority secret ballot. Extend to In-Residence: 11 yes; 0 no; 0 abstain; Extend to Clinical X: 11 yes; 0 no; 0 abstain]
      ii. Full and Associate Professors have extended the right to vote on Academic Personnel Actions (appointments, promotions, merit increases, change in series, and 4th year appraisals) to the Adjunct and Health Sciences Faculty series. Both Adjunct and Health Sciences Faculty are at 100% appointment. This extension of voting privileges only allows for an advisory vote only.
         [1/15-19/2016 Full and Associate Professors approved by 2/3 majority secret ballot. Extend Advisory vote to Adjunct: 21 yes; 0 no; 0 abstain; Extend Advisory vote to Health Sciences: 21 yes; 0 no; 0 abstain]
   B. **Personnel Actions**
      i. **Appointments; Non-Reappointments**
         Full and Associate Professors have the right to vote on all appointments that confer membership in the Academic Senate and all non-reappointments.
      ii. **Promotions**
         1. Promotion to Full Professor: Full and Associate Professors vote on promotions to Full Professor. The right to vote on promotion to Full Professor is extended to Associates.
2. Promotion to Associate Professor: Full and Associate Professors vote on promotion to Associate Professor.

iii. Merit Actions
   1. Full Professors vote on all Full Professor merits.
   2. Full and Associate Professors vote on all Associate Professor merits.
   3. Full and Associate Professors vote on all Assistant Professor merits.

C. Joint and Split Appointments
Joint Appointments without a waiver for personnel actions and all Split Appointments follow the review and voting procedures as any other department member of the same rank.

D. Five Year Reviews
Five year reviews are handled by Academic Personnel Committee

III. Academic Personnel Committees
A. The Academic Personnel Committee will be elected by the Department to pre-review each appointment, promotion, merit increase, 4th year appraisal, five-year review, 5th year review and renewal of appointment. Each Committee will consist of 8 Faculty, including 5 Senate faculty and 3 Non-senate faculty members. Non-Senate Faculty members on the Academic Personnel Committee will have a separate, advisory-only vote. A member will be designated as chair. The Committee will present their findings in a written report to the Department Chair. Each committee member will be elected for a two year term. Two members will be designated as co-chairs.

B. The recommendations by the Academic Personnel Committee shall be discussed among appropriate departmental faculty as described in section I. B and then voted on by secret ballot.