

UCLA SCHOOL OF ENGINEERING AND APPLIED SCIENCE
MECHANICAL, AEROSPACE AND NUCLEAR
ENGINEERING DEPARTMENT
150710

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SEP 21 1992

48-121 Engineering IV
September 18, 1992

Engineering Dean's Office

TO: Judith Smith, Chair
Privilege and Tenure Committee Academic Senate

FROM: Jason Speyer, Chairman *Jason L. Speyer*

RE: Interpretation and Implementation of Academic Senate By-Law 55

This is to convey our Department's modification of its practices regarding the delegation of authority in accordance with Academic Senate By Law 55. On May 5 we held a faculty meeting and discussed proposed slight modification to our procedures to clarify them. A ballot was distributed and subsequently tabulated on May 13 with passage of the modifications proposed and confirmation of the following practices:

1. Emeriti faculty are not eligible to vote for appointment, promotion, or merit increase.
2. Assistant Professors are not eligible to vote for appointment, promotion, or merit increase. Assistant Professors will be invited to participate in discussions at faculty meetings where new appointments are being considered.
3. The Department shall have an elected Merit Increase Committee each year composed of three tenured faculty members of the Department. The elected Merit Increase Committee shall consider all merit increases, except those to Above Scale and to Professor Step VI. For these actions the Chair shall appoint an Ad-Hoc Committee of Professors to review and recommend, and a vote of the Professors in the Department shall be taken by secret ballot. The Committee shall consider all appointments of Visiting faculty as well as three-year appointments of Senior Lecturers.
4. Temporary lecturers shall be selected by a committee composed of the Chair, the Vice Chair - Administration, and the Instructor-in-Charge of the course being considered.

The Department will continue the following practices which did not need to be voted upon:

The Chair appoints an Assistant Professor as a non-voting observer of the Merit Increase Committee.

These procedures replace those which were submitted by our Department on April 2, 1992.

cc: Katie LaMotte, MSO
Judy Pike, Office of the Dean, SEAS ✓