

**TO:** SUNY University Faculty Senate  
**FROM:** Campus Governance Leaders  
**RE:** Resolution: Proposed Policy for Appointment of Interim Administrators at and above the Level of Dean  
**DATE:** 182<sup>nd</sup> Plenary, April 11-13, 2019  
**LOCATION:** SUNY College at Potsdam  
**RESOLUTION #:**  
**VOTE TALLY:**

**RATIONALE:**

**WHEREAS** interim appointments to administrative positions (Deans and above) are sometimes essential to fill unexpected vacancies and maintain continuity in offices, or to carry the institution through a time of uncertainty; and

**WHEREAS** the University Faculty Senate approved Resolution 176-03-1, Resolution on Administrative Searches at the Level of Dean and Above (Excluding Presidents), on April 22, 2017, which urged local campuses to develop explicit procedures regarding appointments to academic administrative positions of dean and above; and

**WHEREAS** interim appointments have historically tended to serve as either “placeholders” that can foster an atmosphere of stagnation or as “disruptors” who make significant changes, not always for the best; and

**WHEREAS** there may be value to either or both of these approaches, it is preferable that Faculty understand which is intended in the appointment; and

**WHEREAS** including the Campus Governance Leaders (the officially-designated head[s] of shared governance) – who have a unique and valuable campus perspective – in the conversation about the appointment will improve the likelihood that the candidate selected will serve the institution as intended; and

**WHEREAS** SUNY Chancellor Johnson has twice expressed interest in working with UFS to address the problem of long-term interim administrators and interim appointments without appropriate CGL inclusion

**RESOLUTION:**

**THEREFORE, BE IT RESOLVED** that to ensure these appointments are made in a way that best supports the institutions they serve the University Faculty Senate supports a general policy that interim appointments should be made after the inclusion of shared governance in the decision-making process; and

**BE IT FURTHER RESOLVED** that the University Faculty Senate request that Chancellor Johnson adopts the following policy to bring a greater opportunity for success in the appointment of interim positions, while maintaining necessary administrative flexibility.

1. Campus Governance Leaders should be informed and consulted with when an interim appointment is being made. In the rare occasion that the situation does not allow for the inclusion of the Campus Governance Leader in the decision making process, they should be informed about the appointment before it is publicly announced.
2. Interim appointments should have the following clearly defined:
  - a. Title.
  - b. Length of term - which should not exceed three years. Ideally, appointments will be limited to the time needed to fill the position with a permanent appointment.
  - c. Whether or not the interim can be considered as a candidate for the position.
3. Within six months of an interim appointment, plans for a search process to fill the position will be announced.
  - a. It is acceptable to maintain an interim appointment until a superior administrative position is filled (e.g., keeping an Interim Dean in place until a Provost search is completed) provided that filling the position held by the interim is related to and dependent on the hiring of the superior position.
  - b. In such a case, the search to replace the interim should commence within one year of the superior administrator's start date.
4. Reappointments for subsequent terms as interim should only be made if a search has failed or other "extraordinary" cause has prevented the position from being filled. In these limited instances, the reappointment must be approved by shared governance leaders.
5. Interim office holders are subject to all review processes as office holders hired through a regular process. In the event there is no regular review cycle for the office, a review will be conducted approximately one year after the initial interim appointment.