

STANDARD ADMINISTRATIVE PROCEDURE

12.99.99.M0.05 Faculty Participation in the Selection, Evaluation, and Retention of Provost and Executive Vice President for Academic Affairs

Approved January 26, 1994

Revised January 7, 1999

Revised December 2, 2022

Next scheduled review: December 2, 2027

1. GENERAL

The Provost & Executive Vice President is the chief academic officer of Texas A&M University and the leader of a diverse academic community. The selection of the Provost & Executive Vice President should, therefore, involve faculty in the fullest and most direct manner. For the purposes of this document, “faculty” refers to those eligible to vote for members of the Faculty Senate.

In a procedure where the authority and responsibility for the selection of the Provost & Executive Vice President is vested in the President, specific methods to include broad faculty participation are critical for the maintenance and enhancement of the University’s academic reputation and to preserve and promote a positive relationship between the Provost and the faculty.

The fundamental principle underlying this document is that: The President shall determine representative faculty sentiment concerning prospective candidates for Provost & Executive Vice President and shall take that sentiment into account during the selection process.

2. SELECTION

2.1 When a vacancy for Provost & Executive Vice President occurs or is imminent, a search committee shall be constituted to advise the President and the search shall begin as soon as possible.

2.2 The chair, or co-chairs, of the search committee play(s) a critical role in organizing the activities of the committee, in communicating with potential candidates, and in serving as an external symbol of the priorities of the search. Therefore, it is imperative that faculty, through the Speaker of the Faculty Senate, be consulted with regard to the choice of chair.

- 2.3 While the size and precise makeup of the search committee may vary according to circumstances, membership will include diverse representation from the faculty, the administration, students, and staff. Among these constituencies, the faculty shall play prominent and active roles in the search process. The selection of faculty members to serve on the search committee shall be made in consultation with the Executive Committee of the Faculty Senate.
- 2.4 The search committee shall take into account the rights of individual candidates and the laws of Texas concerning confidentiality and open records.
- 2.5 Before reporting to the President, the search committee shall evaluate the leading candidates through a process involving the procedural safeguards of a formal vote. The search committee shall deliver a confidential report and recommendation to the President that describes the strengths and weaknesses of each leading and acceptable candidate.
- 2.6 In addition to the search committee, members of the Executive Committee of the Faculty Senate and other relevant constituencies shall have the opportunity to meet with recommended candidates and to offer a formal evaluation of those candidates to the President.
- 2.7 The President shall appoint the Provost & Executive Vice President, with the approval of the Chancellor.
- 2.8 The President shall provide an explanation to the committee of the action taken on its report. If no appointment can be made from the list of leading and acceptable candidates, the search process, using the above procedures, may be continued.

3. EVALUATION AND RETENTION

The evaluation and retention of the Provost & Executive Vice President shall involve faculty in a direct manner. The performance of the Provost & Executive Vice President should be evaluated at least every five years, and this evaluation shall, at a minimum, involve the Executive Committee of the Faculty Senate.

4. SELECTION, EVALUATION, AND RETENTION OF ASSOCIATE PROVOSTS

It is understood that Associate Provosts and Vice Provosts serve at the pleasure of the Provost & Executive Vice President, who is responsible for their selection, evaluation, and retention. As part of the selection, evaluation, and retention procedure, the Provost & Executive Vice President should seek the advice and counsel of faculty.

5. SELECTION, EVALUATION, AND RETENTION OF VICE PRESIDENTS

Selection of individuals with Vice President and Associate Vice President titles involved in hiring and evaluating faculty for promotion and tenure, academic programs, or processes will include faculty input.

OFFICE OF RESPONSIBILITY:

[Office of the Vice President for Faculty Affairs](#)