

## **From Article IV: Governance and Participation of GCCCD CBA, Page 8-9:**

### **4.2. Selection of Department Chairs**

The term of office for Department Chairs shall be two (2) years and shall be selected as follows:

- 4.2.1.** An election shall be held in a Department at the call of the appropriate administrator, on or before April 15 of the last year of the present Chair term of office, for the purpose of nominating one (1) person acceptable to the members of the Department (if acceptable to the department members and the Dean, co-chairs may be elected, only one co-chair needing to be tenured). The election shall be by secret ballot and the results communicated to all department members prior to the conclusion of the spring semester. In cases where there are more than two candidates, and none receives more than 50% of the vote, there shall be a run-off election between the top two candidates.
- 4.2.2.** All tenured/tenure-track faculty members with a majority of her/his contract assignment in the Department shall be eligible to vote in the election of the Department Chair. The dean will vote to break any tie.

Only tenured faculty members may serve as Department Chair. Tenure-track faculty members may run for Department Chair, provided they will be tenured prior to the commencement of their term of office.

In the case of a department where there are no tenured faculty members, any tenure-track faculty member in the department may be a candidate for Department Chair. In the case of a department where there are no tenured or tenure-track faculty members, the Dean may assign a department chair from among adjunct faculty volunteers. No adjunct faculty member may be forced to take on this assignment.

Departments with only two (2) eligible tenured or tenure-track faculty shall rotate the position of department chair every two (2) years unless otherwise specified by written mutual agreement between the two (2) faculty members.

Faculty who are assigned as a Program Director may be reassigned at any time by the District to an available regular faculty assignment.

- 4.2.3.** If the Dean rejects the nominee, notification shall include cause and detailed justification, in writing, and a call for a conference with the Department to resolve the issue.

**4.2.3.1** The term of office shall commence no later than the beginning of the fall semester on a date mutually agreed upon by the Dean and the newly elected Department Chair.

- 4.2.4.** After one (1) semester, if a Chair's performance is considered unsatisfactory by the Dean or upon submission of a recall petition signed by a majority of the tenured/tenure-track faculty members of the Department, the appropriate administrator shall call for an election to select a new Chair to serve the remainder of the term. The chair who is being recalled is eligible to run as candidate in this new election.
- 4.2.5.** If the Chair resigns the position, or is on an approved leave, a new election will be held following the above procedures to elect a successor to complete the remainder of the current term or until the expiration of the approved leave, whichever occurs first.