

University of Michigan  
School of Music, Theatre & Dance  
Faculty Grievance Procedures  
SMTD Faculty Handbook, Chapter 23

The School of Music, Theatre & Dance adopted formal, university-established grievance procedures in December 2010. Since that time, we have been informed by the Provost's Office of the need to select faculty to serve in two separate capacities: 1) as members of a university-wide Faculty Grievance Hearing Panel (FGHP), SMTD members of which may be requested to serve on a Grievance Hearing Board in cases where the grievant comes from an academic unit other than SMTD; and 2) as part of an SMTD pool of eligible Grievance Hearing Board (GHB) members who may be requested to serve on a Grievance Hearing Board in cases where the grievant comes from within SMTD. The following addendum to the SMTD Faculty Handbook is hereby proposed:

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Sec. 5.07. The governing faculty of the School shall elect two tenured faculty members to serve on the FGHP, as outlined above in section 5.02.

(a) FGHP members will be chosen from among the tenured members of the faculty of the School of Music, Theatre & Dance. The dean of the School, associate deans, assistant deans, and assistants to the dean (including Executive Committee members, chairs, and directors) are *not* eligible to serve in this role. FGHP members will be elected to three-year terms to begin on January 1 of the first year. Terms are to be served non-consecutively, though there are no limits to the number of times an individual can serve in this capacity.

(b) The process for electing FGHP members will be exactly the same as that for electing the faculty ombuds, as outlined above in Chap. 14, Sec. IV-D, except that in this case it is the *two* candidates receiving the highest preferential ranking on the final ballot who shall become members of the FGHP. The remaining candidates shall constitute a ranked set of Alternates.

Sec. 5.08. The governing faculty of the School shall elect five tenured faculty members (one from each of the five groups below) to comprise a pool of potential GHB members (hereafter GHB Pool), as outlined in section 5.03(b).

(a) GHB Pool members will be chosen from among the tenured members of the faculty of the School of Music, Theatre & Dance. The dean of the School, associate deans, assistant deans, and assistants to the dean (including Executive Committee members, chairs, and directors) are *not* eligible to serve in this role. GHB Pool members will be elected to three-year terms to begin on January 1 of the first year. Terms are to be served non-consecutively, though there are no limits to the number of times an individual can serve in this capacity. Individuals may serve simultaneously as FGHP and GHB Pool members.

(b) The process for electing GHB Pool members shall be as follows:

1. Members of the governing faculty shall receive a nominating ballot consisting of all eligible faculty divided into the following five groups:

Group 1 shall consist of members of the departments of *Composition, Conducting, and Performing Arts Technology*.

Group 2 shall consist of members of the departments of *Music Education, Music Theory, and Musicology*.

Group 3 shall consist of members of the departments of *Organ, Piano, and Strings*.

Group 4 shall consist of members of the departments of *Voice, Winds and Percussion, and Jazz and Contemporary Improvisation*.

Group 5 shall consist of members of the departments of *Dance, Musical Theatre, and Theatre and Drama*.

2. Each faculty member shall rank in preferential order his or her top three choices within each group. The individual within each group who receives the highest preferential ranking shall become a member of the GHB Pool, pending the consent of the elected individual to serve in this capacity. The candidates with the next two highest preferential rankings shall constitute a ranked set of Alternates, again pending the consent of the elected individual. Any tie that occurs shall be broken by lot.

Sec. 5.09. If for any reason a member of the FGHP or the GHB Pool is unable to participate in a particular grievance, the first Alternate will be asked to carry out that member's responsibilities. If the first Alternate cannot participate, the second Alternate will be asked, and so on.

(a) An FGHP or GHB Pool member shall not participate in a particular grievance if he or she was involved in making or specifically affirming the disputed decision or has significant family or personal association (positive or negative) with one of the parties involved.

(December 7, 2012 revision)