



PROCEDURES FOR HEARING COMMITTEE ON FACULTY APPOINTMENTS

The Hearing Committee on Faculty Appointments is a committee of the Faculty Assembly and its membership and responsibilities are outlined in the Faculty Handbook.

1. The committee convenes as directed by the President of Midway College.
2. A quorum of the committee will be a simple majority of the membership.
3. Prior to conducting a hearing, the membership will determine any potential conflict of interest with the specific hearing. A member with a conflict is excused from serving on the committee for the faculty member for which there is a conflict of interest. The committee may continue to function with as few as a simple majority of membership.
4. The committee will select one of its members to function as chair at each hearing.
5. Meetings of the committee are closed.
6. The committee reviews a termination only on the charge/s alleged by the faculty member. The charges are limited to the following: (a) alleged violation of academic freedom; (b) alleged discrimination based on sex, age, race, or religion; or (c) alleged inadequate consideration in the process to recommend terminating employment.
7. The committee shall discuss and consider only the evidence presented by the faculty member and the Dean.
8. Persons called by the committee are limited to the faculty member requesting the hearing and the Dean. Both persons shall be present during any questioning.
9. Questions are limited to clarification of the evidence presented by each party.
10. After having obtained clarification of evidence through questioning of the two persons, the committee may go into closed session to deliberate.
11. The committee shall adhere to the timelines outlined by the President.
12. The finding of the committee is limited to (a) complaint or grievance was proper and justified, or (b) complaint or grievance was not proper and was not justified. No other decision is acceptable.
13. A decision of the committee is determined by simple majority of the members present, with abstention counting with the majority.
14. On or before the specified date, the committee shall convey a written report and recommendation to the appropriate Academic Dean and to the faculty member.
15. Members of the committee functioning on the hearing shall sign the report.