

# Department of History

## PAC Procedures

Approved: 2010

## Composition

The History PAC includes all tenured faculty members. Since the JMU Faculty Handbook stipulates that only tenured faculty may make recommendations on tenure decisions, and since the History PAC focuses only on tenure and promotion decisions but does not determine merit pay, it has always been configured as a committee of the whole in order to provide the greatest possible representation within the History Department. It includes every Department member who is eligible to provide such input, in other words, all tenured History faculty with the exception of the Department Head. Therefore, service on the PAC has always been both an expectation and obligation upon receiving tenure, and no tenured faculty member is exempt. Several other departments at JMU, such as the Department of Political Science, created PACs with a similar structure.

All tenured Associate Professors and full Professors in the department are considered members of the PAC for evaluating applications for tenure and promotion to Associate Professor, with the exception of the Department Head, who conducts a separate evaluation and recommendation in accord with the JMU Faculty Handbook. All full Professors in the department are considered members of the PAC for evaluating applications for promotion to full Professor, with the exception of the Department Head, who conducts a separate evaluation and recommendation in accord with the JMU Faculty Handbook.

The History PAC is chaired by a member who is elected by all of the other tenured faculty. Beginning in 2007, to help address the growing workload of the committee, the PAC decided to elect both a Chair (Steve Guerrier) and Vice-Chair (Gabrielle Lanier). In May of 2010, due to concerns for Steve Guerrier's health, the PAC voted to elect Gabrielle Lanier as Chair and Steve Guerrier as Vice-Chair.

If a member of the PAC is on leave or otherwise absent from the University, s/he is not obligated to serve on the PAC but has the right to participate in the process. However, s/he may only vote on tenure and promotion decisions if s/he has reviewed the candidate's dossier and has been present at PAC meetings during the evaluation process. PAC members involved in the evaluation of family members are expected to recuse themselves from the evaluation process.

As stipulated in the JMU Faculty Handbook, Section III.E.2a, the PAC 'may by majority vote of the committee as a whole remove a member of the committee for violation of AUPAC rules. Any such action is subject to review by the AUH and the dean. All members of the AUPAC must respect and maintain strict confidentiality of deliberations on all matters under their consideration. Failure to maintain confidentiality may be grounds for removal from the AUPAC or for a misconduct charge under Faculty Handbook, Section III.A.25.'