



FACULTY SENATE PROPOSAL

FSP-2017-2018-004

Faculty Handbook

I. Proposal Name:

Ombudsperson Program

II. Stated Proposal:

The Ombudsman Program began in 2009 following recommendation by the Emeritus Faculty Association.

The UCO Academic Ombudsperson Program consists of emeritus faculty members, who have been through the Tenure and Promotion processes at UCO. Academic Ombudspersons are available to provide advice and counsel to current UCO faculty members on a wide variety of issues including (but not limited to) the tenure and promotion process and grievance procedures. An Academic Ombudsperson's advice and counsel is advisory only and is not legally binding on UCO or the Office of Academic Affairs. Academic Ombudspersons assist faculty to create professional, effective evaluative documents (dossiers); provide professional counsel or advice; or serve as a "sounding board" prior to filing a grievance. The formal role of the Academic Ombudsperson in the grievance procedure may be found in Appendix G.

The call for nominations and renewal from the Emeritus Faculty Association for an Academic Ombudsperson will take place in February. The list of nominees will be sent to the Faculty Senate President no later than March 1st for consideration. Faculty Senate will submit the recommendation to the Provost and Vice President of Academic Affairs for confirmation, no later than the last day of the Spring Semester. An Academic Ombudsperson serves for one (1) complete academic calendar (or until resolution is reached), typically commencing in the Fall semester. An Academic Ombudsperson may be re-nominated and reconfirmed using the same procedures set forth in this section. The Office of Academic Affairs shall assist an Academic Ombudsperson in obtaining information relevant to the tenure and promotion process and grievance procedures; the Office of Academic Affairs may not provide an Academic Ombudsperson with any information about a specific faculty member without that faculty member's prior written consent.

The Office of Academic Affairs shall maintain on its webpage a list of all current Ombudsperson(s) who are serving in the UCO Academic Ombudsperson Program. The Office of Academic Affairs shall bear the

reasonable costs associated with the administration of the Academic Ombudsperson Program. Participation in the Academic Ombudsperson Program is free to all current UCO faculty members.

Submitted by Senator Burns

Recommended for approval by Faculty Handbook and Academic Affairs Committee

Passed by unanimous consent on March 8, 2018

A handwritten signature in cursive script, reading "Kristi L. Archuleta", is written over a horizontal line.

Kristi L Archuleta, Faculty Senate President