

Procedures for Selecting the Chair  
Department of Educational Leadership and Policy Studies  
November 11, 2005

1. The new department chair for ELPS shall be selected from within the current department faculty.
2. The current ELPS department chair will send an E-mail seeking nominations to all Bloomington and Indianapolis ELPS faculty members (including part-time, clinical, and visiting faculty). All tenured faculty members in the department are eligible for nomination. Faculty members may self-nominate.
3. Faculty members may not remove their names from potential nomination.
4. Nominations will be returned to the Executive Associate Dean, who will prepare a ballot listing the names of those who have been nominated. Ballots will be sent to each member of the ELPS faculty and will allow voters to indicate ranked preferences for all nominees. Ballots shall be returned to the Executive Associate Dean for tabulation.
5. The results of the tabulation shall be returned to the current ELPS chair, who will report the findings to the faculty members of the department. In a meeting of the entire faculty, the department faculty will prepare a ranked list of the nominees to recommend to the Dean.