

Tenure-Track Faculty Preparing for Renewal Information Session

Faculty Senate/AAUP/P&T Committee

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FACULTY SENATE PRESIDENT

NOVEMBER 5, 2021

Participants

AAUP

- Kari Swanson
- Linda Cunningham

Precepts

1. All processes and procedures designed to reflect spirit of shared governance
2. Assessments based on measurement of academic & professional quality
3. Faculty rights to due process safeguarded at each step
4. Candidates control file at all times

Probationary Appointment

Full-time employment prior to acquisition of tenure

Annual renewal

Probationary period not to exceed six years

Criteria

Quality of activity, including keeping current in one's field in order of weighting; Library and counseling faculty, have a different order to weighting

1. **Load credit or the equivalent** - e.g., teaching, advising, chairing dept., conducting research under RRT, student supervision, etc.)
2. **Creative activity**, appropriate to one's field, e.g., delivering of papers at professional conferences, production/performance of artistic work, research, grant activity, study, publication
3. **Productive service** – constructive participation in activities such as department meetings and activities, school/college or university committees, advising students, etc.
4. **Professional attendance and participation** – conference and workshops attendance and participation, professional memberships and service, activity in the community reflective of professional expertise
5. **Years in rank**

Renewals –Second-Year or Later

Written evaluation of performance

Upload renewal file by **Feb. 17, 2022** that contains supporting materials and content pertinent to all criteria, including:

- Titles of courses taught (with load credits) and other load credit activities
- Data from written student opinion survey instrument(s) required

File is always under the control of the candidate who can add documents at any time

- DEC/CFEC Department Evaluation Committee/Counseling Faculty Evaluation Committee
- Chair
- Dean
- Provost

DEC/CFEC

Candidate may request to personally meet with committee prior to the recommendation.

Provides written recommendation based on the 4 categories of academic and professional quality; order of weighting differs based on type of faculty

May solicit additional information based on categories; this info must be made available to the candidate

Class observation - peer review useful

Provides written recommendation to candidate by **3/4/21**

Candidate has 4 days to upload DEC/CFEC letter and upload response (if desired)

Chair is provided access on **3/9/22**

Recommendation Levels

Very strongly recommend

Strongly recommend

Recommend

Recommend with some reservation

Do not recommend

Department Chairperson

Reviews file and material from DEC/CFEC

Provides written evaluation based on the 4 categories

Uses same recommendation levels as DEC/CFEC

Provides written recommendation to candidate by **4/1/21**

Candidate has 4 days to upload Chair letter and upload response (if desired)

Dean is provided access on **4/6/22**

Dean & Provost

Dean

- Similar procedure to DEC and Chair with addition of reviewing all prior materials
- Written recommendation to candidate by **4/22/22**
- Candidate has 4 days to upload Chair letter and upload response (if desired)

Provost is provided access on **4/27/22**

Provost

- Makes final recommendation in consultation with the President and informs candidate by **5/31/21** via email

Grievance

Any faculty member may initiate a grievance as specified in the Collective Bargaining Agreement (CBA)