

Faculty Evaluation Committee & Process

Purpose: The Faculty Evaluation Committee process (to be completed by April 30, 2018) includes developing a **Comprehensive System of Faculty Review** across the entire career of a faculty member. The review system will recognize and reward faculty excellence in a fair and equitable manner and emphasize continual professional development through the evolution of a faculty member's career. The overall structure for the committee's work is fully documented in the appendix of the Faculty Handbook

<https://provost.uni.edu/sites/default/files/documents/facultyhandbook-070117.pdf> .

Summary: The Faculty Evaluation Committee will draft university-wide procedures (university process) as well as general university-wide principles and standards (university criteria) for faculty evaluation in ways that affirm faculty governance and academic freedom. The committee is comprised of three faculty members (Carissa Froyum, Chris Martin, and Amy Petersen) selected by Faculty Leadership and three administrators (John Vallentine, Brenda Bass and Paul Shand) selected by the Provost, who will work in a collaborative and inclusive manner with the faculty as a whole, transparently sharing its work during the drafting process and getting feedback from the community.

The committee will work with the Provost's office and the Center for Excellence in Teaching and Learning to plan forums with national experts in various areas of faculty evaluation (e.g., post-tenure review, community-engaged scholarship, the scholarship of teaching and learning).

The committee will share their final draft document with the Faculty Handbook Committee, who will make a recommendation to the Provost. The Provost will consult with the Faculty Senate and with Faculty Leadership before inclusion of the document in the Faculty Handbook.

Specific Tasks: The Faculty Evaluation Committee will:

1. Incorporate full participation of faculty and administration in the development of a comprehensive evaluation system.
 - a. Gather information from faculty and administration regarding the strengths and weaknesses of current evaluation practices.
 - b. Engage in a university-wide conversation about evaluation procedures (university process) and principles and standards (university criteria).
 - c. Gather information and feedback from faculty and administration through the drafting process.
2. Research best practices regarding faculty evaluation procedures and standards, and align principles and standards with the university strategic plan.

3. Develop university-level procedures (university process) and principles and standards (university criteria) for evaluation of faculty, including instructors (term and renewable term), tenure-track faculty, and tenured faculty by their Department Head on a regular basis (e.g., annually).
4. Develop university-level procedures (university process) and principles and standards (university criteria) for tenure and initial promotion of tenure-track faculty as well as promotion to full professor of tenured faculty by faculty in their department as well as their Department Head and Dean.
5. Develop university-level procedures (process) and principles and standards (university criteria) for periodic comprehensive reviews of tenured faculty by faculty in their department as well as their Department Head and Dean (e.g., every 5 to 7 years – except when a successful promotion has occurred).
6. Specify the information and documents used in evaluations (including the evaluation file and the role of student assessments--formative, summative, self-reflective and frequency).
7. Develop methods of evaluating teaching and the role of these methods in the evaluation process (e.g., student assessments, peer-observation, curricular innovations, teaching philosophy, self-reflection).
8. Develop mechanisms to celebrate outstanding performance of all faculty, including for instance the creation of career ladders for instructors and additional salary increases for tenured full professors on the basis of extraordinary performance in teaching, research/scholarship/creative activity and service.
9. Develop mechanisms to assist faculty to improve deficient performance in relationship to university, college and departmental principles and standards (e.g., professional development or good faith remediation plan) that respect academic freedom and professional self-direction. (Include these mechanisms in the procedures developed above in #1 and #3).
10. Develop procedures for consideration of potential sanctions for evaluations revealing continuing or persistent problems after multiple efforts to remedy.
11. Develop procedures for faculty to appeal unfavorable evaluation decisions consistent with faculty grievance/appeal processes.
12. Revise the material in Chapter 4 of the Faculty Handbook (evaluation and workload are closely intertwined).

College/Departmental Tasks for 2018-19:

After the Faculty Handbook Evaluation Committee and Provost endorse university-wide procedures (university process) and principles and guidelines (university criteria) for faculty evaluation, each college Dean shall convene PAC Chairs and Department Heads across their

college, along with associate deans and a representative of the Faculty (the “College Committee”). The College Committee will be charged to coordinate college-wide procedures (college process) and principles and standards (college criteria) to ensure that department procedures (department process) and principles and standards (department criteria) align with university-wide principles and university criteria for regular evaluation, tenure and promotion, and periodic reviews which are consistent with the university-wide process and criteria for evaluation endorsed by the Faculty Evaluation Committee.

The College Committee will determine a process that will include the department head and faculty whereby each department will develop and adopt departmental specific procedures (department process) and principles and standards (department criteria) for regular evaluation, tenure and promotion, and periodic reviews. Such procedures and criteria shall be subject to review and approval by the College Committee, the Faculty Evaluation Committee, the Dean, and the Provost.

The above College/Departmental process should be completed by April 30, 2019. It is expected that college and departmental procedures (department process) and principles and standards (department criteria) will go into effect by August 1, 2019. A process for grandfathering faculty who are on the cusp of tenure and/or promotion will be determined.