



November 29, 2012

TO: The Academic Senate
FROM: The Faculty Affairs Committee (FAC)
SUBJECT: 12-13FAC 2: Changes to the [Retention, Tenure, Promotion Policy and Procedures document](#)
PURPOSE: Action by the Senate
ACTION REQUESTED: That the Academic Senate approve the changes to the Retention, Tenure, Promotion Policy and Procedures document as recommended by FAC

BACKGROUND:

On November 21, 2012, due to the new CBA language, the following changes to the University Retention, Tenure, Promotion Policy and Procedures document were approved by the Faculty Affairs Committee.

The following language, in section 3.3.2 regarding *Building the Dossier*, has been altered as specified in **red text**:

- f. *Regarding the inclusion of teaching evaluations:*
- (1) The candidate's dossier must document teaching performance according to evaluation techniques appropriate to the candidate's discipline and using impartially administered student evaluation forms. In accordance with CBA Article 15.15, and the University's "~~Policy on Teaching Evaluations,~~" a minimum of two (2) classes annually **current policy on student evaluations, all classes** for each faculty unit employee shall have such student evaluations; effective Fall 2012. ~~These evaluations shall be conducted in classes representative of the faculty unit employee's teaching assignment, agreed upon by the candidate and the Department Chair at the beginning of each academic year.~~
 - (2) Any documentation must include for each class or other instructional assignment evaluated a statement which specifies the class, date, number of students in the class and number of respondents, and which summarizes the results of the evaluation. See "~~Policy on Student Evaluations~~" **the current University policy on student evaluations** for details. The instructor may also include analyses of the data and evaluation forms of a different type and may include reports of classroom visits by other faculty members and other appropriate evidence.

The language, "**Such a request should not be considered beyond the Department level unless a positive recommendation is received from both the Department Committee and from the**

Department Chair,” has been removed from sections 6.5.2 regarding *Early Tenure* and 7.5.2 regarding *Early Promotion to Associate Professor*.

The language, **“Such a request should not be considered beyond the Department level unless a positive recommendation is received from both the Department Promotion and Tenure Committee and from the Department Chair,”** has been removed from section 8.5.2 regarding *Early Promotion to Full Professor*.

CONCLUSION:

The above changes have been made in order to comply with new changes to the Collective Bargaining Agreement. FAC voted as follows:

Yes 8

No 0

Abs 0