



University Academic Senate
Executive Committee of the Senate
Kristine Mullendore, Chair 2009-10
Lawrence Burns, Vice Chair 2009-10

Memorandum

TO: Teresa Beck, Chair, Faculty Personnel Policy Committee

FROM: Kristine Mullendore, Chair, ECS/UAS 

SUBJECT: Agenda for 2009-10

DATE: August 28, 2009

CC: Gayle R. Davis, Provost
ECS Members
FPPC Members

At its retreat in May the Executive Committee of UAS agreed that we should continue to offer some guidance to the standing committees as they embark upon another academic year. This assistance is intended to support the ongoing work of the members of each committee as they identify and prioritize agenda items for the upcoming academic year.

Attached for your reference is the section from the Faculty Handbook which outlines the regular responsibilities of your standing committee. In attending to these regular duties, ECS would like you, as time permits, to address the following matters in the order below:

1. **Effective Teaching Language**

Consider endorsing the proposal from the FTLCAC to revise the personnel policy language regarding "Effective Teaching" at 4.02.9.1.A in the Faculty Handbook and report back the position of the committee to ECS in a manner timely enough to allow UAS action before the end of the 2009 Fall Term. Assist ECS and UAS in engaging faculty members in a campus wide dialogue regarding this proposed revision, if supported.

2. **Tenure/Promotion**

Consider the Faculty Handbook language concerning promotions and propose any needed language revisions that both clarify its provisions regarding timing and explanation of procedures for requests for consideration of early tenure or promotion.

3. **Personnel Processes Regarding Unit Votes on Personnel Actions and College Personnel Committees' (CPC) Communications With Units Regarding CPC Actions**

Consider the provisions of the Faculty Handbook that:

- (1) Determine the impact of the absence from a personnel action of an eligible unit faculty member on the Unit vote and Unit recommendation on the personnel action under review and propose any needed revisions, and
- (2) Govern CPCs' reporting responsibility regarding reporting its actions concerning its review of a unit's personnel recommendations and propose revisions that would provide for appropriate feedback to the units.

4. **Faculty Engaged in Graduate Education**

Prioritize review and respond by making recommendations regarding the personnel policy implications of any proposed policy revisions regarding the qualification standards for faculty who

teach graduate courses that are submitted by the Graduate Council, including addressing records of scholarly or creative activity.

5. Full Professor Promotion Reviews

To relieve some of the increasing workload on College Personnel Committees during Winter terms, as well as to create opportunities to honor those newly promoted to full Professor in a timely manner, bring forward recommendations on the following:

- a. Consider moving personnel actions on requests to be promoted to full professor to the fall semester,
- b. Discuss and report on whether full professor reviews should remain a unit and college-level recommendation, and
- c. Using the best practices of peer institutions as a guide, explore the possibility of creating a new promotion level beyond full professor.

6. Faculty Workload

- a. Review university, college, and unit policies and practices regarding faculty workload from the perspective of 12-month contracts and workload expectations other than course assignments under summer contracts, and
- b. Review university, college, and unit policies and practices regarding faculty who engage in interdisciplinary and “inter college” teaching, scholarship and service

Thanks again for all the work you do on this important committee.

c. Faculty Personnel Policy Committee (FPPC):

- i. Faculty Membership: Faculty membership of the FPPC consists of four faculty members from the College of Liberal Arts and Sciences *, one from each of the remaining colleges, and one from the University Libraries. College representatives must be tenured and have served on a college (divisional, autonomous school, or college) personnel committee for at least one year. If this group does not include one untenured faculty member, the ECS will appoint additional members to ensure representation of these groups. The term of office for faculty members is three years beginning at the end of the winter semester. Terms are staggered. The term of office for appointed members will be one-year; renewable.
- ii. Administration Membership: The Assistant Vice President for Human Resources, the Associate Vice Presidents for Academic Affairs, and one Non-tenure track faculty member appointed by UAS shall serve as ex officio, non-voting members.
- iii. Responsibilities: The FPPC has the responsibility to review faculty personnel policy matters that extend beyond the college, as specified by the ECS, and make appropriate recommendations to the ECS. The Chair of ECS shall convene the committee early in the fall semester each year for election of a chairperson and to specify personnel matters that must be addressed by the committee.