



February 22, 2013

To: All Tenured and Tenure-Track Faculty
Full Council of Deans and Directors

Through: Robert Boeckmann, Faculty Senate President

From: Elisha "Bear" Baker IV, Provost

Re: Timeline for adoption of New Faculty Evaluation Guidelines

As I'm sure you are aware, the new university-wide Faculty Evaluation Guidelines (FEGs) were approved on June 6, 2012 by Provost Michael Driscoll before his departure. The schools and colleges are currently working on revising or developing their unit guidelines to conform to the new FEGs as directed in Provost Driscoll's adoption memo.

It seems that there is some confusion regarding the adoption timeline of the revised unit-level guidelines and the new FEGs. I would like to take this opportunity to clarify the planned roll out and a few other elements. I would like to note that I wrote this memo in close consultation with the Faculty Senate President and the Faculty Senate Executive Board and that they concur with these clarifications.

- The new unit guidelines will be approved and in place in academic year (AY) 2013-14. They will be used in conjunction with the new FEGs and will be used for evaluating files being submitted in Fall 2014, for faculty work occurring starting in AY2013-14. This will allow time for tenure-track faculty who are newly hired in AY2013-14* to familiarize themselves with the new guidelines and criteria before being evaluated by them.
- Tenure-track faculty hired in AY2013-14* will be the first group of faculty who will be required to be evaluated under the new unit and university-wide guidelines.
- Faculty hired prior to AY2013-14* will be "grandfathered" in to using the new guidelines as described in the new FEGs, page 1. Refer to the table below for the basic schedule for adoption of the new FEGS.
- In addition to this transition schedule, all faculty* will have the OPTION to be reviewed under the new unit guidelines and new FEGs starting in Fall 2014, as detailed on page 27 of the new FEGs. Once a faculty member has chosen to use the new guidelines, he or she cannot revert back to the old guidelines in a future year.

- For the purposes of transitioning to the new FEGs, the revised unit-level guidelines may not be used to evaluate faculty files until Fall 2014. At that time, they should be used in conjunction with the new university-wide guidelines.
- Training on the new guidelines is being developed, both for evaluators and for candidates. All evaluators and candidates must participate in training on file preparation and review, as stipulated in the new FEGs.
- The new guidelines specify on page 40 that they will be reviewed in four years from their effective date to determine effectiveness. We will consider the “effective date” to be June 2012, so that the first complete review of the guidelines will be in summer/fall 2016. This will allow for two years of using the new guidelines (2014-15, 2015-16), by which time we should have a good sense of how well they are working.

I encourage every faculty member to consider whether it would be to his or her advantage to select the new FEGs for evaluation earlier than is required. The new FEGs were developed carefully to better coincide with UAA’s mission and strategic vision. I believe that there are many positive aspects to the new FEGs which may allow for more flexibility in documenting faculty work and allow for aspects of faculty work not currently recognized to be included. These include recognition of scholarly work in community engagement and broader definitions of teaching and learning, research and creative activity, and faculty service. In addition, I encourage all faculty to look ahead to the point when you will be required to use the guidelines and plan accordingly. For some faculty, there may be a short time between when you have the option to use the old guidelines and when you may wish to submit a file for promotion and be required to use the new guidelines. It will behoove you to understand your own schedule, and perhaps choose to use the new guidelines sooner than is required so you will be better prepared as you assemble your promotion file.

If you have questions about the new FEGs, the new unit guidelines, the planned roll out or the grandfathering schedule, please contact your dean’s office or Assistant Vice Provost Marian Bruce in my office (mkbruce@uaa.alaska.edu or 786-1063).

*The new FEGs have been accepted by the UNAC, per the MOA dated 6/1/12, but not by the UAFT as of this writing. If the University and the UAFT do not reach agreement on the new guidelines in time for the 2014-15 reviews, then the pre-existing FEGs will continue to be used in reviewing UAFT faculty.

Grandfathering of New FEGs (for faculty hired before AY13-14)

Faculty Evaluation Guidelines, page 1: "The criteria in the FEGs will become effective for an individual faculty member in the first academic year of service after the completion of their next major review. For the purposes of this transition, major reviews are defined as promotion, tenure, and comprehensive post-tenure review. Additionally, for those faculty members who have not previously been required to undergo a comprehensive post-tenure review, their next post-tenure review will be considered a major review."

Untenured faculty hired prior to AY13-14:

- May use old FEGs until after promotion and/or tenure review, after which must use new FEGs.
- May choose to use new FEGs for reviews starting in Fall 2014.

Faculty tenured in 2012 or 2013 (or who have not undergone post-tenure review as of AY13-14):

- May use old FEGs for first post-tenure review, after which must use new FEGs.
- May choose to use new FEGs for reviews starting in Fall 2014.

Faculty tenured prior to 2012 (and who have undergone post-tenure review as of AY13-14):

- May use old FEGs for next comprehensive post-tenure review (6th year review), after which must use new FEGs.
- May choose to use new FEGs for reviews starting in Fall 2014.

These are general rules and may not apply to all cases. More detailed information will be provided at www.uaa.alaska.edu/facultyservices/tenure. Contact OAA for questions.