

UNIVERSITY OF ARKANSAS AT LITTLE ROCK

TRANSMITTAL OF FACULTY SENATE LEGISLATION

Faculty Senate legislation is to be submitted to the chancellor to approve or disapprove within ten calendar days after the Assembly review period. The chancellor may approve or disapprove any Faculty Senate legislation within a period from the eleventh through the twenty-fifth calendar day after the Faculty Senate action has been presented to the Assembly, unless the Assembly has been petitioned to amend or rescind the Faculty Senate legislation. In the latter case, the chancellor's approval or disapproval shall be made no later than fifteen calendar days after the Assembly has voted on and failed to approve a motion to amend or rescind a legislative action of the Faculty Senate. The chancellor shall provide written reasons for disapproval to the Faculty Senate.

To the Chancellor of the University of Arkansas at Little Rock:

The following legislation passed the UALR Faculty Senate on January 25, 2019.

FS_2019_2 Amend the Annual Review Policy (adopted 4/20/1990, amended by FS_2017_4 and FS_2018_20) as per the mark-up below (underline indicates addition, strikethrough indicates deletion). Upon approval implementation of these changes will be effective July 1, 2019.

I. Annual Faculty Review

A. Procedures for Annual Faculty Evaluation

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4. Peer-evaluation. Each academic unit shall establish procedures to provide its faculty the opportunity to participate in the annual review of their peers. Except as set forth in this policy, no particular system [1] of peer review is prescribed. Academic units are encouraged to develop a peer review system that is consistent with the unit's faculty resources, the particular expertise of the unit's faculty members, and practices within the discipline.

a. Feedback from the peer review process will be provided to the chairperson regarding the performance of those reviewed [2].

b. If an academic unit forms a peer review committee, the following principles govern:

i. Membership eligibility for peer review committees shall be defined by each academic unit. As much as possible, the composition of these committees should represent the diversity of faculty within the unit.

ii. The unit's governance document shall include procedures for developing a pool of eligible faculty if a committee from within the unit cannot be formed.

...

6. Prior to the chairperson's making a recommendation in any year, the following shall occur:

a. A meeting between the chairperson and faculty member to discuss all issues relating to the review;

b. The providing to that faculty member a copy of the chairperson's tentative recommendation(s), and

c. Reasonable opportunity for the faculty member to submit a written response to be forwarded to each subsequent level of review.

d. If the faculty member receives an unsatisfactory rating in any category (teaching, scholarly and creative activity, or service), the chairperson shall provide a written recommendation for improvement and, when appropriate, a commitment of resources to be part of the subsequent year's annual evaluation.

e. The faculty member and chairperson shall acknowledge that this meeting has transpired by signature.

...

8. The following documents shall be available to each faculty member: all writings used in or resulting from the annual reviews of that faculty member including any writings relating to the peer evaluation.

9. Each unit shall establish minimum criteria for satisfactory performance in each category (teaching, scholarly and creative activity, and service).

10. The chairperson shall provide at a minimum a rating of satisfactory/unsatisfactory on teaching, scholarly and creative activity, and service.

11. Unsatisfactory Rating in a Category

a. If the chairperson evaluates the individual as unsatisfactory in 2 out of 3 categories, then the matter is referred to the departmental tenure committee who will review the previous three years' materials to assess overall performance.

b. If the departmental tenure committee determines the individual is overall unsatisfactory, then post-tenure review (section II) will be initiated. If the department tenure committee does not determine that the faculty member's overall performance is unsatisfactory, then the faculty member's overall performance shall be deemed satisfactory.

c. To determine that an individual is overall unsatisfactory, the departmental tenure

committee must, at minimum, determine that the individual was unsatisfactory in 2 out of 3 categories in two consecutive years or in 3 out of the 3 categories in one year.

d. The chairperson's evaluation of unsatisfactory in a category may be appealed to the departmental tenure committee. If the departmental tenure committee does not determine that the faculty member's performance in the category is unsatisfactory, then the faculty member's performance in that category shall be deemed satisfactory.

e. For a departmental tenure committee to determine that an individual's performance in any category is unsatisfactory, a minimum of sixty percent of the committee must vote in favor of a finding of unsatisfactory performance in that category.

f. The unit's operating procedures shall specify the scope of materials for review, the voting procedures, and the method of voting.

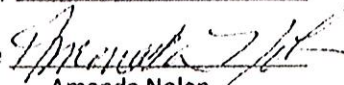
[Footnotes]

[1] Solely by way of illustration, a unit might choose to create a separate peer review committee. Alternatively, a unit might allocate the peer review process to the unit's promotion and tenure committee. A unit might also decide to have all full-time faculty participate in the peer review process for members of that unit.

[2] This feedback may take the form of a rating of satisfactory/unsatisfactory on teaching, scholarship and creative activity, and service, or it may take some other form, such as feedback regarding specific performance tasks. Examples of the latter include a review of a published article or a review of a peer's teaching based upon a classroom visit.

Faculty Senate Legislation Reference Number FS_2019_2

Disseminated to University Assembly 01/31/2019 (date)

Faculty Senate President's Signature  Date 01/31/2019
Amanda Nolen

Received in chancellor's office on FEB 10 2019 (date)

✓ Chancellor's Action:
APPROVED Chancellor's Signature  Date 2/28/19
Andrew Rogerson

DISAPPROVED Chancellor's Signature _____ Date _____
(reasons to be attached) Andrew Rogerson