

Faculty Senate Routing Form

1. Item Description

- a. Item Title: Clarification of Evaluating Bodies for Department Chairpersons Undergoing Evaluation
- b. Brief Description: Revision to the Faculty Handbook (for placement as a second paragraph under the “The Deans of Schools and Colleges” section of the Faculty Handbook, which begins on page 82 of the PDF of the Faculty Handbook).

Current Language:

The Deans of Schools and Colleges

The Deans of Schools and Colleges are responsible for monitoring the evaluation process for procedural compliance with the Faculty Evaluation Model as well as for overall fairness and equity. After reviewing the materials submitted by the Department Chair, Peer Evaluation Committee (provided for major reviews, advisory reviews, and post-tenure reviews only), and the faculty member under review, the Dean will complete the Dean’s Recommendation or Report form (available at the website for the Office of Academic Affairs at <https://www.uncp.edu/resources/academic-affairs/academic-affairs-forms>) which will then be forwarded, with the materials the Dean has reviewed, to the Provost and Vice Chancellor for Academic Affairs.

Suggested Language:

The Deans of Schools and Colleges

The Deans of Schools and Colleges are responsible for monitoring the evaluation process for procedural compliance with the Faculty Evaluation Model as well as for overall fairness and equity. After reviewing the materials submitted by the Department Chair, Peer Evaluation Committee (provided for major reviews, advisory reviews, and post-tenure reviews only), and the faculty member under review, the Dean will complete the Dean’s Recommendation or Report form (available at the website for the Office of Academic Affairs at <https://www.uncp.edu/resources/academic-affairs/academic-affairs-forms>) which will then be forwarded, with the materials the Dean has reviewed, to the Provost and Vice Chancellor for Academic Affairs.

When a Department Chair (or equivalent position) is the faculty member being evaluated, the Dean will act as the Department Chair would in other evaluations. In this case, the Dean will use the Format for Evaluation Reports form instead of the Dean’s Recommendation or Report form. When Deans act as Department Chair, they will likewise remain independent of the Peer Evaluation Committee.

c. Initiated by: Faculty Evaluation Review Subcommittee

d. Type:

Action

Resolution

Recommendation

2. Faculty Senate Action

Approved

Not Approved

Other

Senate Vote [Yes-No-Abstain]: 24-0-0

Date of Meeting: 2022.03.02

Senate Chair Signature:



Date: 29-March-2022

Senate Secretary Signature: _____

Maria Pereira

Date: 2022.03.02

3. Provost

a. Provost Action:

Approved

Not Approved

Acknowledge Receipt

Comments:

Provost Signature: _____



Date: 4-1-22

4. Chancellor

a. Requested Action:

For Action

For Information

Recognition of Receipt

b. Chancellor Action:

Approved

Not Approved

Acknowledge Receipt

Comments:

Chancellor Signature: _____



Date: 4/10/22

Once finalized, copies will be returned to Special Assistant to the Chancellor who will scan and distribute electronically to: Chancellor, Provost, Chair of Faculty Senate, and Secretary of the Faculty Senate. The latter will post the Proposal/Recommendation/Resolution on the Faculty Senate Website.