

# **2012 November Faculty Senate Proposal Concerning RPT - WP - West Plains Faculty Senate team**

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## Faculty Senate Proposal

RPT Process – expanding the role of the divisions' pre-tenure committees

- The Division Chairs have too much responsibility when it comes to faculty evaluation. They are not trained academic administrators nor are they paid to perform certain administrative roles.
- Each division should form a permanent 3 member RPT committee (Springfield calls this a departmental personnel committee - See section 4.6.1 of their Faculty Handbook).
- The members of this committee should be tenured members of the division.
- The Division Chair can serve as the committee chair.
- The main duty of this committee is to assist the Division Chair in evaluating new faculty and help with recommendations of reappointment and tenure.
- The current RPT committee's role could be to mediate any disputes between this personnel committee and the faculty member in question. If a resolution is not found, the faculty member will still have the appeal process described in Section 2.8.8 and Section 2.20 of our Faculty Handbook.
- The size of the RPT committee could be shortened to 5. It could consist of Division Chairs and maybe 1 at large member elected by the Faculty Senate (or the Faculty Senate Chair). This committee will still participate in the faculty promotion process as outlined in our Faculty Handbook.

## New Faculty:

1. Should be assigned a mentor by the Division Chair.
2. Should have a classroom (peer) observation/evaluation performed during their 1st and/or 2nd semester.
3. The Division Chair will perform an annual evaluation during December/January.
4. During the semester following their first annual evaluation, the pre-tenure committee should perform a classroom observation/evaluation of the faculty member.
5. Afterwards the committee should meet with the Division Chair and provide constructive feedback. At this time if there are any concerns about retaining the faculty member the Division Chair and the Academic Dean should visit with the

faculty member and provide a written summary.

6. During the semester following their second annual evaluation, the pre-tenure committee will meet with the Division Chair to discuss progress toward tenure.

7. The Division Chair will share the results of this meeting (in person and in writing) with the faculty member. The Academic Dean will receive a copy.

8. Once a faculty member has achieved tenure, the pre-tenure committee (this committee should be called the division's RPT committee) will review the performance of the faculty member every three years and meet with the Division Chair.

9. The Division Chair will share the results of this meeting (in person and in writing) with the faculty member. The Academic Dean will receive a copy.

10. In case of any disputes, the campus' RPT committee shall act as a mediator. Should the dispute not be resolved, the faculty member will need to consult the appeal processes outlined in the Faculty Handbook.

Faculty Seeking Promotion:

1. Must complete paperwork in the Dean's Office.

2. Must prepare a portfolio.

3. The campus' RPT committee will act as usual in order to reach a recommendation.

This proposal will require some major rewriting of the Faculty Handbook. I also recommend that the RPT committee be renamed.