Appendix AA

CBA Article 7.3

involvement with industry, attendance at professional conferences or seminars, development and revision of courses and course materials, continued formal education, independent reading, etc.

B. Scholarly development and contribution may be a criterion in personnel evaluation. Scholarly activity shall be evaluated both as an indicator of professional development and in terms of its contribution to the world of scholarship, or that of art, or that of practical utility. Scholarly development and contributions may be demonstrated by presentations, publications or other evidence of research; by artistic performance or exhibit; by such evidence as patents; or by other means appropriate to the discipline of the person undergoing evaluation.

C. Contributions to the growth and development of the university and to the public in terms of the university's mission of public service may be a criterion in personnel evaluation. Demonstration of contributions to the growth and development of the university and to the public in terms of the university's mission may include but is not limited to contributions to instructional programs, student advising, service on university committees, co-curricular and extracurricular programs. It is the responsibility of the individual being evaluated to demonstrate the appropriateness of contributions and how they relate to the mission and role of the university.

7.3 EVALUATION PROCEDURES

The responsibility for submitting an application for promotion, tenure or continuation of probationary appointment rests with the applicant. Any faculty member seeking promotion, tenure, or continuation of probationary appointment must file an application with its supporting documentation in the office of the Provost by December 1. Documentation must address the applicant's accomplishments in the areas of the professional evaluation criteria described in Section 7.2.

The Provost shall, by December 6, forward the application to the faculty evaluation committee of the college in which the applicant holds an appointment. The faculty evaluation committee shall include all tenured members of the college; in the absence of at least three tenured members, additional members will be chosen from the tenured faculty of the university by the college faculty in consultation with the college chair. To consider an application for promotion, the committee must include at least one member of equal or greater rank than that applied for; in the absence of a qualified college member, the faculty evaluation committee, in consultation with the college chair, will select a qualified member of the university community.

The faculty evaluation committee shall forward recommendations concerning each applicant to the college chair, the Provost and the applicant by February 15.

The college chair shall forward his or her recommendation to the Provost and the applicant, with a copy to the chair of the faculty evaluation committee by March 1.

Failure of either the faculty evaluation committee or the college chair to submit timely recommendations shall not constitute a flaw in the process described herein.

The Provost shall forward a recommendation to the Chancellor and the applicant, with copies to the college chair and the chair of the faculty evaluation committee, by March 31.

All recommendations by the faculty evaluation committee, the college chair, and the Provost must faithfully reflect the professional judgment of the evaluators as to adequate performance according to the professional evaluation criteria described in Section 7.2 of this agreement. Each evaluator must sign a statement reflecting his or her independent judgment and the reasons for that judgment.

The Chancellor will notify the applicant of his decision regarding tenure or promotion by April 30. If approved by the Chancellor, any recommendation for tenure or promotion shall be forwarded to the Board of Regents by May 15.

Tenure and promotions granted by the Board of Regents shall become effective beginning the next academic year. The recommendation and statement of reasons of all persons evaluating applicants shall become part of the individual's personnel file and the copies shall be sent to the faculty member.

7.4 PEER REVIEW

The parties recognize that peer review is an effective method of evaluating contributions to the university. Peer evaluations shall be required for: (1) probationary faculty in each probationary year after their first (1st) year; (2) all faculty when applying for promotion or tenure; and (3) all post-tenure reviews in accordance with 7.7. Each faculty member who is to receive peer reviews shall request written evaluations from three peers from the university or the faculty member's professional field who have knowledge of that faculty member's teaching