UNIVERSITY OF ILLINOIS AT SPRINGFIELD
CAMPUS SENATE AY 2007/2008
RESOLUTION 37-12

Review of Non-Tenure Track Faculty

WHEREAS, the UIS Faculty Personnel Policies provides for a number of non-tenure track ranks (instructor, lecturer and any other rank with modifiers clinical, research or visiting); and

WHEREAS, the UIS Faculty Personnel Policy does not differentiate the review standards, criteria and review cycles for these positions from that of tenure-track faculty;

WHEREAS, the standards, criteria and review cycles for tenure-track faculty in the UIS Faculty Personnel Policy may not be appropriate for non-tenure track appointments;

WHEREAS, the standards, criteria and review cycles for non-tenure track faculty may vary across appointments;

THEREFORE, BE IT RESOLVED THAT: the following changes to Articles 3, 4, 10 and 12 to the Faculty Personnel Policies be approved:

ARTICLE 3

PROFESSIONAL EVALUATION AND ADVANCEMENT

Section 1. General Statement

Faculty seeking reappointment, promotion, tenure, or salary adjustment will be evaluated according to the performance of professional responsibilities within criteria described in this Policy as they are appropriate to the faculty member’s discipline, specific role, and work assignment. It is the responsibility of the faculty member to establish excellence in teaching, scholarship and service that reflects the distribution of their work load. The functions and responsibilities within each of the primary criteria described in Section 2 below are not mutually
exclusive, but may overlap. Faculty should not normally use activities to meet more than one of
the criteria. If activities are applied to more than one criterion, the weight of these activities is
diminished.
Within the context of the following evaluative performance criteria, evaluators will be looking for
a pattern of professional growth and development which may be demonstrated in a variety of
ways. The ongoing development of faculty is a concern at any institution of higher learning, but
is particularly important to an institution like the University of Illinois at Springfield, where
specific missions and mandates require broad definitions of professional development and
scholarship. Faculty who are not on tenure track will be evaluated on standards and criteria that
are appropriate to their appointments and may not be the same as that of tenured and tenure-track
faculty. Criteria for faculty who are not on tenure track shall incorporate activities that are
necessary for these faculty to maintain currency in their field. Expectations for faculty who are
not on tenure track will be established through consultation between the Dean and Department
Chair.
Standards of performance as specified in the reappointment, tenure, promotion, and annual
performance review articles of this Policy shall be required of faculty members. In addition to
other information contained in the Personnel File and/or Portfolio, the annual performance review
shall be used by the Campus to make decisions about reappointment, promotion, tenure, merit
ing rating and campus level awards. Teaching is the primary and central criterion for all instructional
faculty.

Section 2. Criteria for Tenured and Tenure-track Faculty

A. Teaching, Advising, and Enhancing Teaching and Learning

Because “teaching remains the central function and excellence in teaching continues as
the overriding goal” at the University of Illinois at Springfield (Vision Statement), those
activities related to the academic development of students have the highest priority in the
evaluation of faculty.
Teaching and advising will be assessed through a variety of means. Quantitative assessments such as student evaluations of teaching must be evaluated in the context of qualitative measures such as documents comments by students and colleagues, reports on student advising, course syllabi, and other relevant materials. Contributions to the enhancement of teaching and learning will be assessed by the former means as well as other relevant documentation. See Appendix 12, UIS Portfolio Guidelines for more details.

B. Scholarship

The Carnegie Foundation Report, $SCHOLARSHIP \text{ RECONSIDERED}$, argues that universities need to enlarge the perspective on scholarship to reflect the realities in higher education. The report divides scholarship into four categories: discovery, integration, application, and the scholarship of teaching. The Carnegie categories provide a suitable framework for assessing scholarship in the context of a primarily teaching and public affairs institution.

Discovery has been the heart of the narrower definition of scholarship: original intellectual work such as basic research; or creative contributions such as artistic accomplishments. Discovery is important, but so are other forms of scholarship. Integration, which is often inter- or multi-disciplinary, gives meaning to isolated facts and puts them into a broader perspective, making connections among and across disciplines and educating those who are not disciplinary specialists. Application is inquiry into the connection between theory and practice, and is commonly called applied research. Finally, the scholarship of teaching requires constant intellectual engagement in learning in the substantive areas of one’s teaching and in the processes and methods of teaching as a profession.
Assessment of performance in the four categories of scholarship shall include judgments of the quality of the work as documented in the file. See Appendix 12, UIS Portfolio Guidelines for more details.

C. Service

Service involves the application of a faculty member’s academic and professional skills and knowledge to the completion of tasks that benefit or support individuals and/or groups in the Campus, the University, professional associations, or external communities at the local, state, regional, national, or international levels. See Appendix 12, UIS Portfolio Guidelines for more details.

Assessment of service, like teaching and scholarship, shall not be reduced solely to quantitative measures, but must include qualitative judgments.

Section 3. Criteria for Non Tenure-track Faculty

The specific criteria (teaching, scholarship and/or service) on which a non tenure-track faculty member on an academic year appointment (i.e., clinical, research, lecturers, instructors, and visiting) will be evaluated and the standards that will be applied to the criterion (i.e., high quality, excellence) will be established at the time of hire in writing.

ARTICLE 4

ANNUAL PERFORMANCE REVIEWS

The Campus shall conduct an annual review of the performance of each faculty member. Those faculty with ranks of full, associate, assistant who are tenured or tenure-track, as well as non tenure-track faculty on academic year appointments, will submit an annual performance review per the Academic calendar to their departments and/or Dean and personnel file. Colleges shall
ARTICLE 10

FACULTY APPOINTMENT PROCEDURES

Section 8. Multi-year Appointments

A. Conditions

Non-tenure track faculty appointments may be made on a multi-year basis for the purpose of leave replacement, for replacement of a faculty member assigned to work on a grant, contract, or NIA, and for other short term needs.

B. Eligibility

Faculty who are eligible for multi-year appointments shall fulfill equivalent degree and background requirements for equivalent faculty positions. The percentage of multi-year appointments shall not exceed 8% of the total number of full-time faculty.

C. Review and Approval Process

Multi-year faculty appointments will be limited to a period not to exceed three (3) consecutive years. All multi-year appointments must be approved by the program, department and college and shall be renewable at the discretion of the hiring unit. The performance of faculty who hold multi-year appointments will be evaluated yearly according to the written criteria and standards specific to their appointment established at the time of hire or contract renewal. Expectations will be established through consultation between the Dean and Department Chair. Review processes beyond the annual review will be at the discretion of the academic college in which the faculty member is appointed and specified in writing at the time of hire or contract renewal.
ARTICLE 12

PROBATIONARY CONTRACTS

Section 1. Probationary Contracts

A candidate for tenure at the University Of Illinois at Springfield will have progressed through a three (3), four (4), five (5) or six (6) year period of regular performance evaluations and probationary contracts unless otherwise governed by the waiver provision Article 7 Sec. 5 of this Policy or Article X Sec. 1 of the University Statutes. The following chart (Chart 1) illustrates the tenure decision and retention decision evaluation and notification requirements for these candidates. The chart refers only to evaluation and review related to retention or tenure.