

L Q V W L W X W L R Q DD V G I H S B W D L O K " R M S i n H m g a v e U b r e H Demonstration of one available institutional repository product.

Reports:

Academic Affairs Committee: No report.

Faculty Affairs Committee: No report.

Faculty Attitude Survey Committee: 7 K H F R P P L W W H H · V J R D O L V W R O D X January and have it run through February.

Unfinished Business:

Revisions to Section 2.5 of the Faculty Handbook Policies on Promotion and Tenure: Richard Statom moved to reintroduce discussion. Doug Barrett seconded the motion. The motion passed by acclamation. Scott Infanger moved that President Brommer call a special work session to address the issues related to tenure and Sarah Franklin seconded the motion. The motion carried (See Attachment A)

New Business

Grievance Policy Proposal: Richard Statom moved to postpone until the February meeting. Doug Barrett seconded the motion. The motion carried. (See Attachment B)

Revisions to Sections 3.15.1 and Appendix 3D of the Faculty Handbook Course Evaluation: Richard Statom moved to postpone. Jessica Stovall seconded the motion. Sarah Franklin moved to send the revisions to the Academic Affairs Committee. Richard Statom seconded. The motions carried. (See Attachment C)

Information Items:

Administration Executive Open Forum: An open forum with the Executive Council will be held on January 31 at 3:30 p.m. in Norton Auditorium. SGEC Chair, Scott Infanger, encouraged faculty to submit questions and to attend.

Next Meeting: The next meeting of the Faculty Senate will be on February 2 at 3:30 p.m.

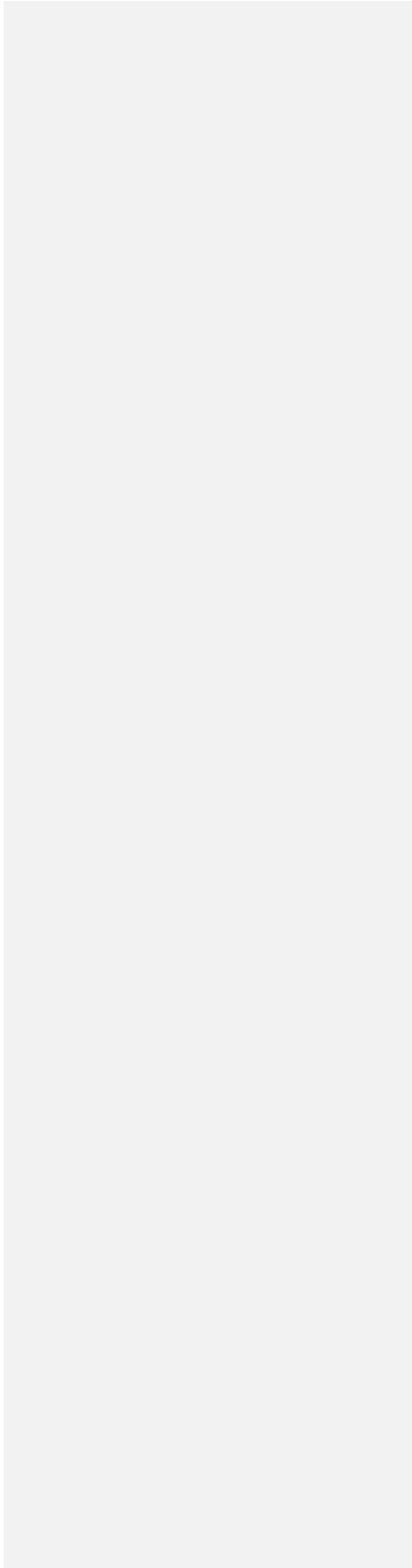
Adjournment: Richard Statom moved adjournment. Renfro seconded the motion. The motion carried. The meeting adjourned at 4:44 p.m.

Amy Butler
Secretary
Faculty Senate
Approved on February 2, 2017

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2. PERSONNEL POLICIES,



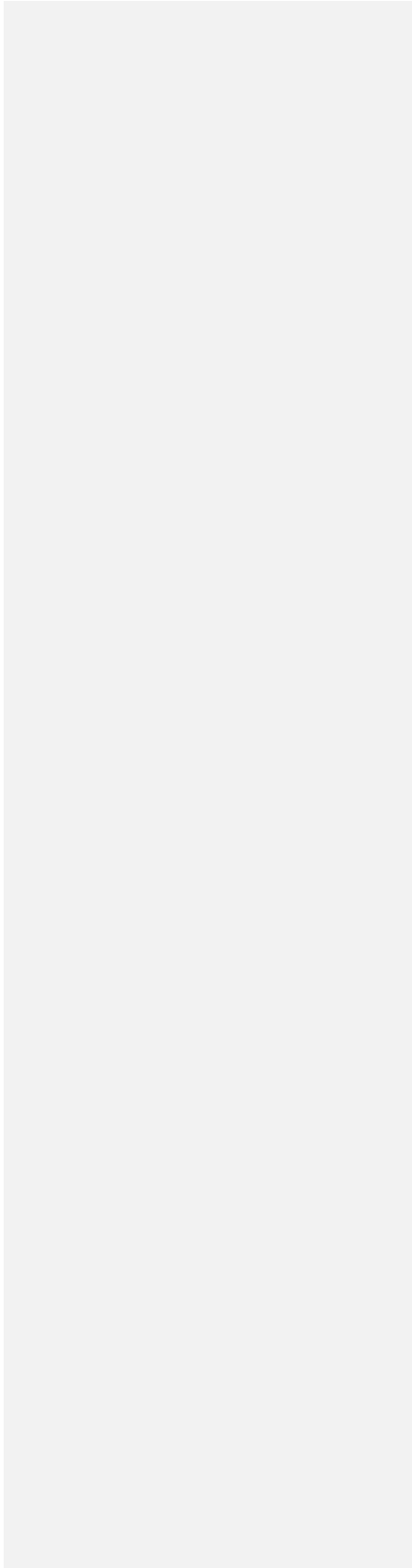
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<http://www.una.edu/employee-policy-manual/policies/equal-employment-opportunity-policy.html>

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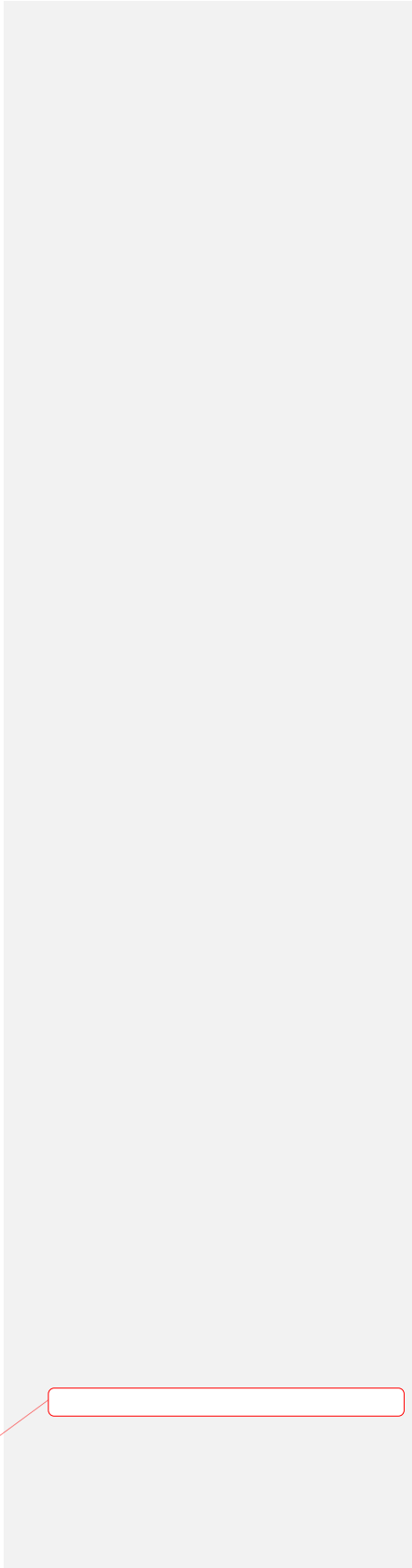
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arches.pdf , <http://www.una.edu/employee-policy-manual/policies/employment-of-foreign-nationals-policy.html>.

14. Review of Procedures. These procedures should be reviewed periodically by the Office of the Vice President for Academic Affairs and Provost with input from areas conducting searches the prior year



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peer-reviewed outlets (books, monographs, journal articles) or invited contributions to scholarly works
(book chapters); presentations and/or chaired sessions at professional society meetings; invited
presentations at exhibits or recognition at juried shows; professional acclaim for performances or
contributions to performances; honors or awards recognizing scholarly accomplishment; competitively

Minimum Qualifications by Rank (Also see Appendix D/2.D1, Timeline for Promotion and/or Tenure)

1. Instructor/Visiting Open Rank ~~Open rank~~ Professor. Appointment to this rank typically requires possession of a master's or higher degree.

4. the applicant shall have established a sustained and consistent record of excellence in teaching; research, scholarship, or other creative activities; and service.

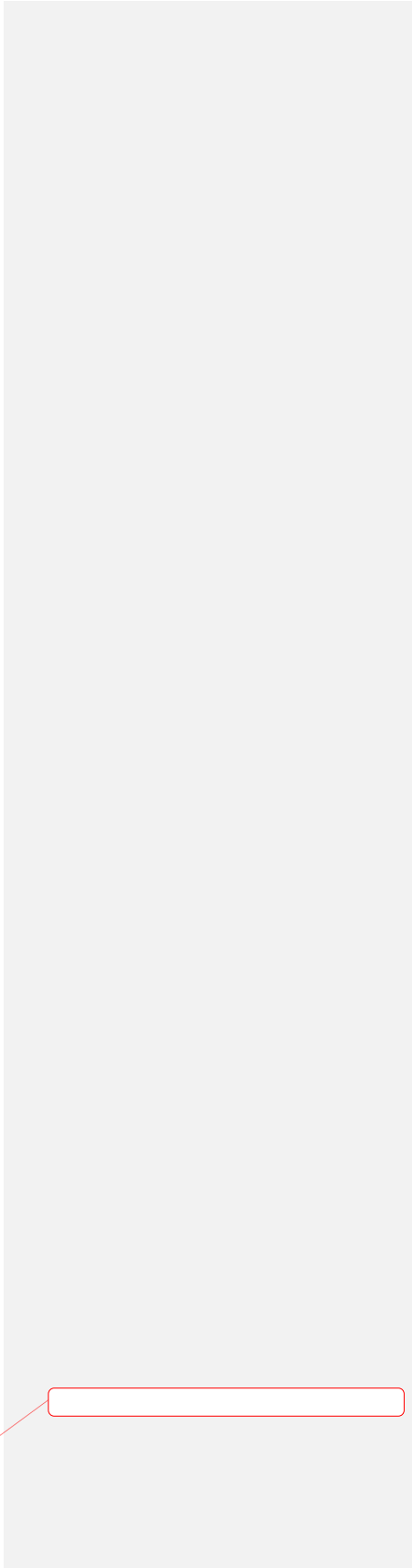
Promotion to Professor: Faculty will be eligible to be evaluated for promotion no earlier than the sixth year of service as an Associate Professor. Faculty employment contracts may, upon approval by the dean and

~~prior to the fall semester the application will be evaluated. The dean will confirm with the Office of the Vice President for Academic Affairs and Provost, whether the candidate is eligible for promotion and tenure and notify the candidate by May 15. This notice to the candidate shall be made in writing and sent through official university communication methods, including email. Failure to notify the candidate by this deadline does not automatically constitute a grant of tenure or extension of the employment contract. In such situations, appropriate adjustment of deadlines for notification and portfolio submission will be recommended by the dean to the Vice President for Academic Affairs and Provost. notify the candidate by September 25. The candidate submits electronically an application and portfolio by November 1 to the department chair.~~

~~For faculty seeking promotion and/or tenure, an electronic portfolio will be submitted to the department chair and promotions@una.edu by October 1 of the academic year prior to the final academic year of probationary status. For those seeking promotion only, the faculty member will present to the department chair and promotions@una.edu by October 1 an electronic portfolio that provides evidence of accomplishments. Candidates can withdraw their application at any time in the process with the understanding that a final decision will not be made for promotion and/or tenure. This choice by the candidate may have an impact on continuation of employment if the decision to withdraw a promotion and/or tenure application is in the final mandatory application year final academic year probationary status. The timeline for reviewing promotion and/or tenure materials can be found in Appendix 2.D/2.D.1~~

~~The electronic portfolio (items 1, 2, 3 below) will contain the information set forth by the University, plus the college and/or departmental guidelines. The information following and will be housed on a secure UNA server and will be accessible only by the administration and committee members involved in the promotion and/or tenure review process~~

4.1. Application for Promotion and/or Tenure (See Appendix 2.)



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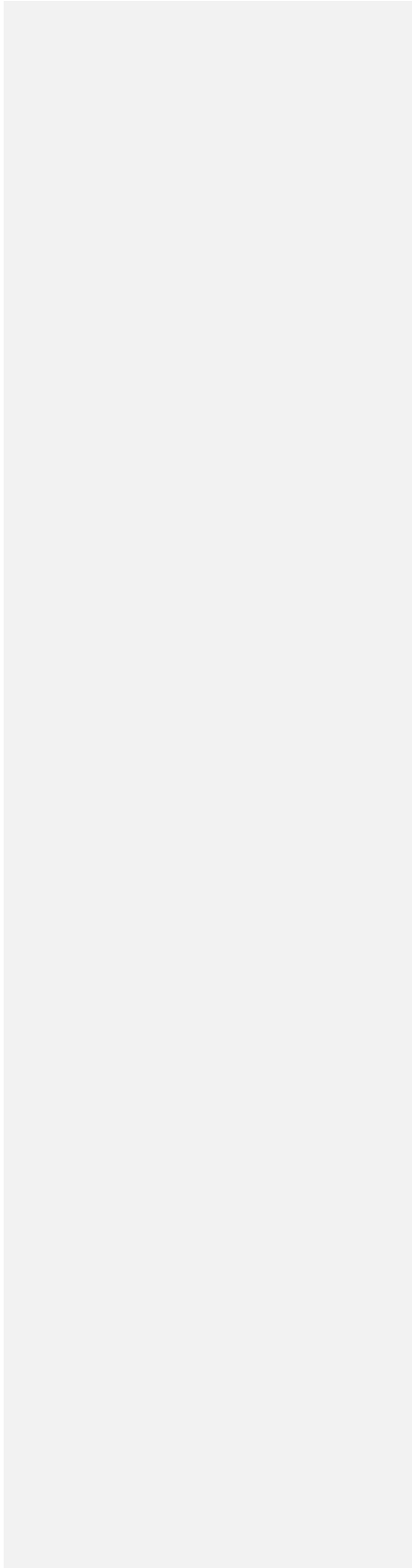
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~~recommendations of the peer promotion committee and/or tenure committee and the department chair, complete the chairs. The dean will prepare a written evaluation form (Appendix 2.G) of each candidate that addresses strengths and weaknesses in relation to the university, college, and departmental criteria established for promotion and/or tenure recommend for or against advancement in rank. The evaluation, based on those strengths and weaknesses, will include the granting of degree (exceptionally qualified, highly qualified, moderately qualified, or less qualified) to which promotion is recommended or not recommended and be recorded on the Promotion Recommendation Form. C-H-D-04. Conditions as well as all previous recommendations and actions on promotion and/or tenure and forwarded shall be forwarded to the Vice President for Academic Affairs and Provost at topromotions@una.edu all of the information relating to the promotion and/or tenure recommendation by February 14.~~

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Responsibility of the Vice President for Academic Affairs and Provost

The Vice President for Academic Affairs and Provost will review each candidate's portfolio and the recommendations from the peer promotion and/or tenure committee, the department chair, the dean, and the University-Wide Promotion and Tenure Portfolio Review Committee, and will recommend for or against the granting of promotion and/or tenure to the President by April 15. The Vice President for Academic Affairs and Provost will evaluate each candidate, indicating the degree (exceptionally qualified, highly qualified, moderately qualified, or less qualified) to which promotion and/or tenure is recommended or not recommended.

Following the decisions made by the President as outlined below, the Vice President for Academic Affairs and Provost will inform the college or area dean of the success or failure of the candidates as soon as possible, but not later than April 12. Candidates will be notified by the deans by April 15. Promotions will become effective on the first day of the following fall semester. The Vice President for Academic Affairs and Provost will remove all portfolios from the UNA server and maintain all evaluations for safe keeping. Portfolios will be available for candidates to pick up no later than April 10.

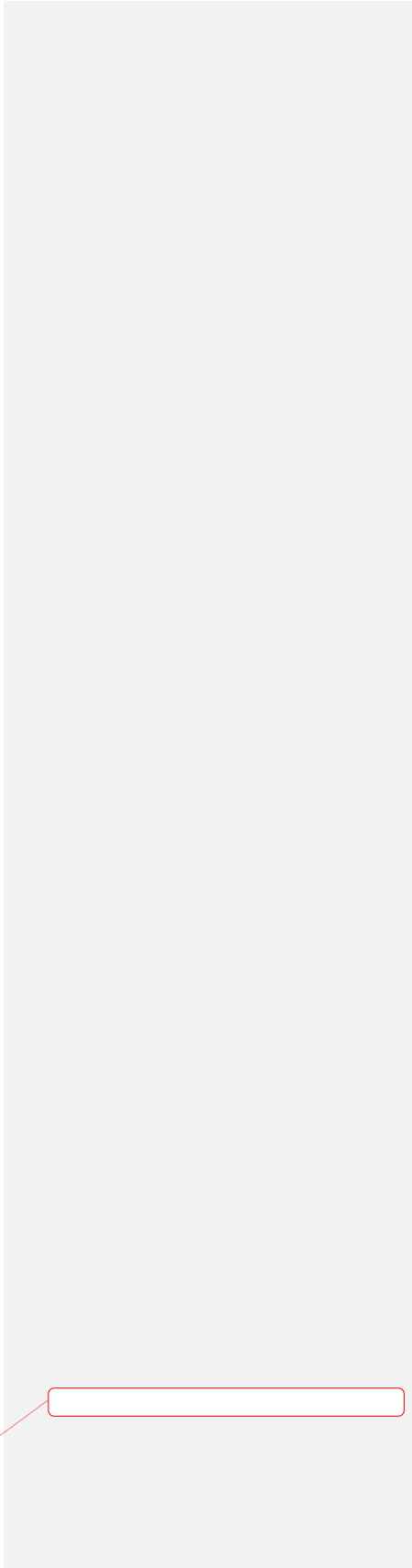
Responsibility of the President

The President will review the individual portfolios and all recommendations. Based upon these, and in consultation with the Vice President for ArET 58.344

Policy on tenure, or continuing contract status, as adopted by the Board of Trustees of the University of North Alabama, provides that a person appointed to the faculty rank of assistant professor will serve a probationary period of five successive academic years at this University and will be granted tenure upon acceptance of an offer of appointment from the President for the sixth consecutive academic year. A person

~~recommend for or against the granting of tenure and to forward to the Vice President for Academic Affairs all of the information relating to the tenure recommendation by August 1.~~

~~7. The University-Wide Promotion and Tenure Portfolio Review Committee will review the materials presented by the department tenure committee, the department chair and college dean, and will make~~



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