

INDIANA STATE UNIVERSITY EVANSVILLE

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EVANSVILLE, INDIANA 47712

INTER-DEPARTMENTAL MEMORANDUM

TO: **FACULTY MEMBERS**

DATE: **10/2/80**

FROM: **MARLENE SHAW, CHAIRMAN**
FACULTY COUNCIL

SUBJECT: **FACULTY COUNCIL MEETING: SESSION #4**

The fourth session of Faculty Council will be held:

Tuesday, October 10, 1980

Faculty Reading Room

2:00 p.m.

Agenda:

1. Minutes of Session #3.
2. Date of next meeting.
3. Promotion Procedures/Definition of Roles: Presentation and Discussion of Recommendations of the 1979-80 Promotions Committee.
4. Reports.
5. Old Business.
6. New Business.
7. Adjournment.

Note to Faculty Council Members: The proposed changes in the University Handbook that were submitted to Faculty Council by the 1979-80 Promotions Committee are attached. Please compare these proposed changes with the corresponding sections of the present Handbook, and bring your Handbook to the October 10 meeting.

SESSION #4
MINUTES OF THE 1980-81
FACULTY COUNCIL MEETINGS

Time: Friday, October 10, 1980; 2:00 p.m. in L-100

Members Present: Marlene Shaw, Chairman; Professors P. Bennett, W. Hopkins, Y. Fu (for D. Kinsey), D. Lux, H. Sands, H. Van Over, M. Waitman

Ex-Officio Present: President Rice, Vice President Reid, Vice President Bennett

Others Present: Dr. Abshier, Dr. DaRosa, Mr. Goss, Dr. Gottcent, Student Government Representative

1. The minutes of the September 30, 1980, Faculty Council Session #3 were approved as amended.
2. The next Faculty Council meeting will be Tuesday, October 21, 1980, at 3:00 p.m. in UC-353.
3. Dr. Abshier reported on the changes in the promotions process recommended by the 1979-80 Promotions Committee. He stated that the intent of the recommendations is to eliminate duplications and conflicts, to simplify and reflect the procedures as they have been carried out in recent years. Other members of the 1979-80 Promotions Committee present were Mr. Goss and Dr. Gottcent. (The recommendations are attached.)

Dr. Gottcent recalled that the Committee had decided to work Item 3 on page 4 as: "To appoint an appropriate Division Promotions Committee to share in the collection and evaluation of evidence," rather than as "May appoint. . ." and ". . .may share. . ." as printed in the recommendation. The other committee members present believed the recommendation correct as written. All agreed that considerable discussion had occurred regarding the requirement of peer review within Divisions or the leaving of this matter to the Divisions or Division Chairman to decide.

Dr. Hopkins pointed out that the current procedures permit alternate routes, some which circumvent peer review such as nomination of a faculty member by the Vice President for Academic Affairs, as provided on page 3, item 3. He suggested that Faculty Council protect this faculty option.

Mr. Goss said to keep the following suppositions of the Committee in mind:

- a) the individual has primary responsibility for generating a document to present evidence for evaluation,
- b) the promotions process should include an evaluation by a University-wide committee of peers,
- c) all individuals, being entitled to the minimum amount of bias, should go through the same process.

It is his belief that the University is open to difficulties as long as different avenues for the promotions process exist. Dr. Gottcent stated that the wording "To appoint. . .to share" would help insure a uniform process for all persons by not allowing circumvention of peer review within Divisions.

Dr. Rice suggested that consideration be given to the frequently used automatic peer review system. Each faculty member is responsible for keeping a continuously updated portfolio on file which is automatically reviewed annually by a Division review committee. The flow of information would then be to a University review committee to the Vice President for Academic Affairs to the President.

Discussion regarding the automatic peer review system centered around the practical problems of its implementation and the demeaning aspects of self-nomination.

Dr. Waitman saw the automatic annual review of each faculty member as too cumbersome for a large department such as English which includes classroom visitation as a necessary part of peer review. Dr. Abshier indicated that full professors and persons recently promoted need not be reviewed. Dr. Waitman expressed concern for the time required for an individual to update a portfolio and for a committee to review the portfolios of all Division members.

Dr. Sands stated that automatic peer review would remove the demeaning aspects of self-nomination. Dr. Reid stated that a mechanism ought to exist for nomination of worthy individuals who on principle will not nominate themselves for promotion. Dr. Gottcent commented that a person should also have the option not to be considered. Dr. Abshier pointed out that having a promotions application turned down is a demeaning experience which makes some persons reluctant to go through the promotions process.

Dr. Waitman expressed concern that with the automatic review system everyone is in effect applying every year for promotion and being turned down many of those years. He feared a person could be passed over for numerous years without word from the Division review committee. Without active application he felt there may be no response. Mr. Goss pointed out that Item 6 on page 5 (right column) provides an opportunity for feedback not available with automatic review.

Reference to Item 6, page 5 and to Item 5D, page 1 (right column) opened up a discussion on the communication of the reasons for University Promotions Committee decisions. Dr. Hopkins noted that according to the present procedures, the Vice President for Academic Affairs communicates reasons for unfavorable Committee recommendations to the applicant. Dr. Abshier said that the Committee spends much time with the Vice President for Academic Affairs to identify what is lacking or needed by the applicant. This information, he believes, is relayed from the Vice President for Academic Affairs to the applicant. Dr. Shaw asked if the Committee had discussed the possibility of relaying this information directly to the applicant, and whether or not it was indeed the Committee's responsibility to do so. Committee members and Dr. Reid replied it was not. Mr. Goss said that majority and minority opinions, assessments of strengths and weaknesses were formed by the Committee as a whole. Dr. Abshier said that the secretary writes the comments and committee members sign an approved copy for inclusion in the application forms. Dr. Reid stated that there is formal written committee communication to applicants. Dr. Abshier noted that the Committee chairman is not charged to communicate orally with the applicant.

Dr. Hopkins reported that James Baches, President of the Terre Haute Faculty Senate, in his appearance at ISUE had told some Faculty Council that administrators are excluded from the ISUE Promotions Committee, and that he thought the ISUE practice of having the participation of the Vice President for Academic Affairs was unwise.

Dr. Hopkins commented that if each evaluation step is to be separate and unbiased, then it muddies the water for the Vice President for Academic Affairs to confer the Committee's sentiments. Dr. Waitman agreed.

Dr. Rice commented that to ask for peer review at the Division level is to seek a collective bias having a cumulative effect up through the evaluation levels. Dr. Hopkins stated that he held a fundamentally different philosophy -- that of expecting an independent evaluation at all levels. Dr. Sands expressed the concern that biases tend to become cumulative when independent assessments are not encouraged. Dr. Rice stated that the promotions process was not a series of independent stages, but that it is important for decisions and rationales generated at one level to be communicated to subsequent levels. Dr. Gottcent emphasized that a distinction must be made between bias and judgment. Bias should be eliminated at all levels, but it is necessary for higher levels to rely on judgments of levels closer to the applicant.

Dr. Abshier was concerned that comments made by faculty members and Dr. Landini suggested that the Promotions Committee had not been careful in their procedures. He emphasized that indeed they had been careful.

Regarding the role of the Vice President for Academic Affairs as an ex-officio member of the University Promotions Committee, Dr. Abshier emphasized that he had never seen an attempt by the Vice President for Academic Affairs to influence the Committee. The Vice President for Academic Affairs had never voiced or revealed his opinion to the Committee, but rather had contributed significant information regarding an applicant's university and community activities and national stance. Dr. Waitman was concerned that a confusion of the Vice President for Academic Affairs role could occur, and stated that he felt the VPAA's role should be entirely independent of that of the University Promotions Committee. Dr. Shaw said that an applicant's portfolio should substantiate the individual's credentials, and the Committee could invite the Vice President for Academic Affairs to present additional information if it wished.

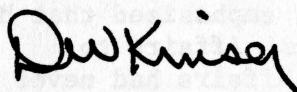
Mr. Goss emphasized that many portfolios cannot be relied upon because of the manner in which they are compiled. Thus, the Committee needs the input of the Vice President for Academic Affairs who serves a meaningful and necessary resource on the Committee. Mr. Goss recommended that a mini-course be implemented to explain the proper way to compile a portfolio for promotion.

Dr. Abshier stated that before proceeding, it was necessary to decide if the faculty wanted an automatic review system or to continue with the recommendations.

Dr. Hopkins raised the question as to whether there was general agreement by the Council members of continuing the practice of peer review at the Division level. Mr. Goss thought that Council should seriously consider whether or not evaluation by the Division Chairman and Division peers is desirable. He expressed concern for a Division peer review committee being able to closet veto an applicant. He stressed the importance of deadlines for making decisions. Dr. Van Over felt that with the amount of information presented today it was premature to attempt a consensus at this time. Council members generally agreed.

4. Dr. Shaw asked that alternate proposals or amendments to the documents under consideration be presented to the Council members in writing, and preferably 3-4 days prior to the Faculty Council meeting.
5. Dr. Reid reported on the Institutional Exchange Program meeting held on Tuesday, October 7, 1980. The following faculty members will be attending the visitation to the University of Wisconsin-Parkside, October 26-28, 1980: Larry Arp, Darrel Bigham, Jane Davis, Jay Fredrich, Marlene Shaw, and Tom Wilhelmus. Bette Walden and Kae Moore will be attending as special guests.
6. Dr. Shaw requested that the dates for the Eagle Gran Prix and Honors Day be published in the Spring Schedule as was done last year to facilitate the planning of course schedules by faculty members.
7. Discussion of the Merit Pay issue will be scheduled for the October 21, 1980 Faculty Council meeting.
8. The meeting was adjourned at 4:09 p.m.

Respectfully submitted,



David W. Kinsey
Secretary, Faculty Council
October 21, 1980