

# FAM, AAUP-AFT Counter to Miami University

March 13, 2024

## FACULTY EVALUATIONS

### I. Annual Evaluations

1. All bargaining unit faculty members shall be reviewed on an annual basis in accordance with University, ~~departmental and~~ divisional and departmental policies for performance evaluations. All bargaining unit faculty members shall be notified annually each August about the review process, including timing, procedures and information they should expect to provide and receive in their annual evaluation.
2. Each bargaining unit faculty member shall submit to their chair or program director, as appropriate, a written Annual Report of Professional Activities, as defined by their academic unit.
3. Annual evaluations shall set forth strengths, weaknesses, and specific recommendations for improvement. Additional assessments may be conducted upon recommendation of the bargaining unit faculty member's chair or program director, as applicable, or dean.
4. The results of the annual evaluation (including whether the bargaining unit member meets expectations, exceeds expectations, or does not meet expectations) shall be conveyed to the faculty member by the department chair or program director and no later than May 1. Each bargaining unit member will have the opportunity to correct errors of fact and to dispute the results. The results of annual evaluations shall be considered in subsequent decisions on promotion, pay, awards, benefits, and other decisions related to continued employment.

### II. Teaching Evaluation Plans

1. Each department shall develop a teaching evaluation plan in accordance with University, divisional and departmental policies, procedures and practices.
2. Any mandatory evaluation of faculty must be appropriate to the discipline and specific type of course (independent studies and other such courses, as well as classes with enrollments of fewer than twelve (12) are exempt from evaluation). These evaluations shall be constructed in such a manner as to ensure credibility, integrity, and the professional rights and academic freedom of faculty.

3. Bargaining unit members are not responsible for administering their own student evaluations. The University shall administer evaluations electronically. Faculty are not responsible for low response rates.
4. University evaluators may not use non-university student evaluations (e.g., internet evaluations; blog posts) for promotion and tenure purposes or any other purpose. Faculty may refer to such evaluations.
5. All questions on mandatory student evaluations, whether departmental or otherwise, shall be approved by University Senate and FAM, AAUP-AFT and shall refer to the student experience in the course exclusively and not call upon students to judge the professional expertise, personal traits, or disciplinary perspectives of faculty.
6. An ad-hoc committee consisting of at least two Administrative members, at least one CTE staff member, a department chair, and at least two members of FAM, AAUP-AFT, shall be composed to study the best practices in designing student evaluations of teaching including best practices in mitigating bias. This committee shall report its conclusions to the University and the Union within three months of the ratification of the contract and the Union and the University shall negotiate a Memorandum of Understanding within six months of the ratification of the contract.
7. A faculty member may waive the reporting of end-of-semester or term course evaluation data for one or several courses on their annual reports or promotion and/or tenure dossiers (for example, to try experimental or innovative course practices).
8. After reviewing any evaluation, faculty may omit single, several, or all student evaluations for a course for cause.
- 2.9. Teaching evaluations conducted at the end of a term pursuant to the department's Teaching Evaluation Plan will be retained and ~~used~~ considered as a part of the evaluation process for tenure, promotion, ~~post tenure review~~, and merit salary increases.

### III. TCPL Professional Development Plan and Evaluation

1. Each TCPL bargaining unit faculty member at the Assistant rank shall develop a professional development plan in consultation with the department chair and with approval by the Dean, in accordance with University, divisional and departmental policies and practices. Each PDP has a two-page maximum length.

2. The initial PDP should be submitted in the first semester of appointment as an assistant TCPL faculty member and revised at least annually thereafter. The PDP will be tailored to the specific professional expertise of the faculty member and the needs of the curriculum, program/department, division, and students.
3. The PDP plan is flexible and is open to revision only with the consent and approval of the TCPL faculty member. Any revisions may be appended to the original plan at the discretion of the TCPL faculty member.
4. Each TCPL PDP must contain the following sections in this order: Position Definition, Teaching & Advising, and Service. For Teaching & Advising and Service, the sections shall contain:
  - i. Goals for the category
  - ii. Activities that will assist the TCPL faculty member in meeting the stated goals (including professional development, etc.)
  - iii. An assessment plan

The Position Definition section of the PDP shall state what the TCPL faculty member is hired to do and shall include any revisions and updates (this could include a percentage breakdown of teaching/service and/or teaching load information).

The Teaching & Advising section shall contain teaching & advising assignments for the year. The department chair will keep the teaching assignments relatively stable to the extent practicable. The annual PDP plan may be amended if there are changes.

The Service section of the PDP will document the service plan for the TCPL faculty member and may be amended by the TCPL faculty member if there are changes.

5. Associate TCPL faculty who wish to pursue promotion must maintain a PDP for at least two full academic years (fall and spring semesters) prior to applying for promotion. Full TCPL faculty are not required to maintain a PDP.
6. The PDP (and any subsequent revisions) must be signed and dated by the TCPL faculty member, Department Chair, the Departmental and Divisional Promotion and Tenure committees, and the divisional dean.
7. Annual evaluation expectations shall be based upon the TCPL faculty member's PDP, which shall serve as an aid rather than a full substitute for the professional judgment of the candidate's colleagues. The TCPL faculty shall not be penalized during the evaluation and/or promotion process based upon criteria not stated within the approved PDP.

~~—The PDP plan should be flexible and open to revision on an annual basis. Any significant changes shall be implemented in coordination with the department chair and subject to approval by the Dean.~~

8. The PDP will be retained and considered as a part of the evaluation process for promotion, post-promotion review and merit salary increases.

### ~~III. — Periodic Evaluation of Tenured Faculty~~

~~1. Faculty members with tenure shall undergo a periodic career review after every seventh year of service. The periodic career review will include, at a minimum, feedback from the faculty member's department chair and a committee of faculty colleagues holding the rank of full Professor, in accordance with university policy.~~

~~2. The periodic career review process shall support the further career development of tenured candidates as well as ensure accountability and continued robust performance from faculty after they have achieved tenure. When the review period ends in a sabbatical (or other leave), the periodic career review shall be deferred until the next academic year. A promotion shall replace a periodic career review for the period in which the promotion occurs.~~

~~3. The results of the periodic career review shall be conveyed to the faculty member. The results of the periodic career review shall be considered in subsequent decisions on promotion, pay, awards, benefits, and other decisions related to continued employment.~~

### IV. Formative Evaluations for Promotion

1. Bargaining unit faculty members in a promotable rank may request a formative promotion evaluation once per academic year, in addition to the annual evaluation described in Section I. Upon request, such evaluation shall be prepared by the department's promotion committee and chair or program director, as applicable.

2. Bargaining unit faculty members who request a formative promotion evaluation are responsible for providing cumulative information upon which the promotion committee and chair shall base their evaluation.

### ~~V. — Performance Improvement Plans~~

- ~~1. Should the University determine, based on the evaluation of any bargaining unit faculty member, that their performance is unsatisfactory in any area, the evaluator and the bargaining unit faculty member will meet with the bargaining unit faculty member to formulate a performance improvement plan (PIP) to remedy the unsatisfactory performance.~~
  
- ~~2.1. Bargaining unit faculty members who fail to satisfy the requirements of a PIP may be subject to discipline up to and including termination, pursuant to Article [Discipline and Discharge].~~