

FAM, AAUP-AFT Counter to Miami University

June 17, 2024

FACULTY EVALUATIONS

I. Annual Evaluations

1. All bargaining unit faculty members shall be reviewed on an annual basis in accordance with University, divisional and departmental policies for performance evaluations. All bargaining unit faculty members shall be notified ~~annually each fall~~ about the review process, including timing, procedures and information they should expect to provide and receive in their annual evaluation.
2. Each Division will determine the criteria for, the manner of, and the bargaining unit faculty member's responsibilities in the evaluation process. Consistent with divisional requirements, departmental ~~faculty~~ ~~may~~ shall develop commonly accepted standards for evaluating categories of work of bargaining unit faculty members, and these standards shall be shared with all faculty and FAM, AAUP-AFT.:
3. 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.
4. 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.
5. The results of the annual evaluation (including whether the bargaining unit faculty member's performance ~~meets expectations, exceeds expectations, or does not meet expectations~~) ~~and if not, what areas need improvement,~~ shall be conveyed to the bargaining unit faculty member no later than May 1. Each bargaining unit member will have the opportunity to respond to their evaluation in writing. 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. The plan may also address both formative and summative assessments.

1.2. Any formal evaluation of faculty teaching shall be appropriate to the discipline and include multiple sources of teaching evaluations, and may include but must not rely solely on student evaluations of teaching.

2.3. Teaching evaluations conducted at the end of a term pursuant to the department's Teaching Evaluation Plan will be retained and considered as a part of the evaluation process for tenure, promotion, ~~post-tenure review~~, and merit salary increases.

III. Student Evaluation of Teaching

1. Bargaining unit members shall not be penalized for low student evaluation response rates.
2. Any formal evaluation of teaching must not use non-university student evaluations (e.g., RateMyProfessor evaluations, blog posts).
3. Independent studies and other such courses, as well as classes with enrollments of fewer than twelve (12) students, are exempt from student evaluations.
4. All mandatory questions on student evaluations shall be approved by University Senate and FAM, AAUP-AFT. Any such questions 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.
5. A bargaining unit member who plans to try a new experimental or innovative teaching approach in a single course may waive the reporting of the end-of-semester or term student evaluation data for that course on their annual reports or promotion and/or tenure dossiers.
6. After reviewing any evaluation, bargaining unit members may omit single, several, or all student evaluations for a course for cause.

IV. Peer Evaluation of Teaching

1. Any faculty member or department may choose to use Peer Evaluation as a method of summative evaluation or in the dossier.
2. Peer evaluators must be mutually agreeable to the bargaining unit member and their department chair. The bargaining unit member shall have the opportunity to respond to or correct any errors of fact in the report before it is submitted to the department chair. The department is responsible for ensuring peer evaluations are completed.
3. Observational visits shall be scheduled for and conducted at times and dates mutually agreed upon by the faculty member and their evaluator(s).

III.V. TCPL Professional Development Plan and Evaluation

1. Each TCPL bargaining unit faculty member at the Assistant ranks shall develop and maintain 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. The PDP must be approved by the dean and provided to Departmental and Divisional Promotion and Tenure committees as annual reports and dossiers are evaluated. 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.

2. Each PDP has a maximum length of two (2) pages.
- 4.3. 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.
4. The PDP plan should be flexible and open to revision on an annual basis, with the consent and approval of the TCPL faculty member. Any significant changes shall be implemented in coordination with the department chair and subject to approval by the Dean. ~~The PDP will be retained and considered as a part of the evaluation process for promotion, post promotion review and merit salary increases.~~
5. 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
6. 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).
7. The Teaching & Advising section shall contain teaching & advising assignments for the year. The department chair will keep the teaching assignments stable to the extent practicable. The annual PDP plan may be amended if there are changes.
8. 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.
9. 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.
- 2.10. Annual evaluation and promotion 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 will be retained and considered as a part of the evaluation process for promotion, post promotion review and merit salary increases.~~

IV. Periodic Evaluation of Tenured Faculty

The Union reserves the right to add to, delete from, alter or amend this proposal. This proposal is made without precedent or prejudice to existing rights and entitlements, regardless of the character or source of same. Any tentative agreements reached between the parties on any proposals shall not become final until (1) the parties have reached final agreement on a full collective bargaining agreement, and (2) the Union membership has ratified the full collective bargaining agreement.

- ~~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.~~

V.VI. 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.