

FACULTY COUNCIL ON APPOINTMENT, PROMOTION AND TENURE

2011-12 Annual Report

Submitted by Yonn Dierwechter, Chair

The Faculty Council on Appointment, Promotion and Tenure (FCAPT) “shall advise the Chancellor on promotion and tenure cases under review, and on appointments in cases where consultation is needed” (Article III, UWT Faculty Bylaws). The council also coordinates discussion of appointment, promotion, and tenure procedures and expectations across academic units. With the administration, the council recommends policies related to appointment, tenure and promotion to the Executive Council and may bring such policy recommendations to the Faculty Assembly for a vote or may adopt them as provided in Article II Section 2 of the UWT Faculty bylaws.

During the 2011-12 academic year, FCAPT held five meetings (September, December, January, February, March). Major tasks and issues undertaken this year by the Council included:

1) Four cases reviewed.

The FCAPT reviewed four mandatory cases for promotion and tenure and zero non-mandatory cases for promotion. As in the past, this review process constituted the core of the council’s work during the fall quarter.

2) Two informational workshops held.

The FCAPT also worked with the VCAA’s Office to prepare two informational workshops held in the Winter Quarter. The first workshop was for assistant professors. This was an exceptionally well-attended event and included the active participation by at least three members of the FCAPT. The second workshop was for associate professors. This event was also well-attended and includes active participation by three members of the FCAPT. Both events were held in a nearby coffee shop/wine bar and included early socializing over coffee and drinks. This venue was popular and should be repeated.

3) Final revisions to Appendix A made.

The bulk of the committee’s time was spent on finalizing substantive revisions to Appendix A of the UWT Handbook, a process actually started by the FCAPT two years earlier but only formally completed this past year. As far back on 2008-2009, a past chair noted that “members of the nursing program had identified a number of discrepancies between the list of required documentation and materials provided in Appendix A of the UWT Bylaws and the VCAA’s website. Further review by the FCAPT discovered additional inconsistencies between these two lists of required documentation and materials and those identified in Chapter 24 of the UW Faculty Code (i.e., the chapter that addresses the policies and procedures for the appointment and promotion of faculty members) and on the UW Human Resources website.” Work progressed

steadily by many committee members over the past few years, including the past academic year, resulting in a series of changes to the Handbook outlined momentarily.

According to our faculty bylaws, all amendments to the Handbook constitute “Class A legislation.” As such, “The Executive Council will forward ... proposed amendments to the faculty as specified in Article VI.” Again these changes were necessary to address legal concerns about current procedures as expressed by Academic Human Resources (AHR) and by Dr. Marcia Killien, Secretary of the Faculty.

These concerns nonetheless provided the FCAPT with an opportunity to strengthen the integrity of APT procedures by offering more detailed and precise information to the relevant actors. Members of the current APT committee voted unanimously in January, 2012 to adopt the proposed changes, and then requested that members of the Executive Council approve these changes. The Executive Council voted unanimously to do so in March, 2012. The adopted revisions were forwarded to all programs, where they were extensively discussed, during March and April, 2012. Following a PowerPoint presentation made by the FCAPT chair at the May 4, 2012 Faculty Assembly, a catalyst vote was taken by the full faculty. The proposed revisions to Appendix A were adopted as follows:

Out of 123 responses:		
Yes	95	77.24%
No	2	1.63%
Abstain	26	21.14%

The revised document therefore now includes eighteen changes in total.

- Many of the changes are minor and thus rather self-evident; they provide greater clarity or greater emphasis of particular points, or simply update antiquated conditions.
- Other changes add more extensive language in order to provide both clarity and procedural direction to the various actors in APT processes.
- One change addressed the details associated with content of the candidate’s file.
- Another change spelled out what should be included in the candidate’s curriculum vitae, including in particular better guidance on information on scholarly accomplishments.
- One change now places greater emphasis on the central importance of the narrative letter in communicating not only the overall record but especially the candidate’s effectiveness in teaching and scholarship.
- Still another change now highlights more detailed information relating to the documentation of teaching effectiveness, including the requirement that applicants for promotion must have completed students and peer evaluations of their teaching within the previous twelve months.

- Three changes expand the language of our current handbook in order to redress insufficient guidelines relating to the importance of including yearly activity reports and documentation of regular conferences with directors of dean. Specifically, the changes
 - stipulate that yearly evaluations are not “optional,” as stated in the current Appendix A version, but in fact are a required part of the candidate’s file.
 - Include more language and guidance from section 24-57 of the University Handbook regarding the purpose and role of yearly activity reports.
 - detail the requirement that candidates for promotion must include documentation of a conference with director or dean within the previous 12 months.
- Finally, three changes clarify procedures related to the section of and communication with external reviewers. Specifically, these changes
 - emphasize that externals not be asked to assess whether the candidate should be promoted here or elsewhere.
 - clarify the roles of the committee chair and the director/dean in selecting the list of external examiners.
 - clarify the roles of the committee chair and the director/dean in communicating with the external examiners.

4). Chair problems/full professor participation discussed.

In past years, the FCAPT has sometimes struggled to maintain quorum, due to research leaves, sabbaticals, conflicts of interest, etc. Fortunately this was not a major problem this past year. In the main, all the meetings scheduled by the chair were attended by all serving members. A major effort was made to reduce the number of meetings needed, using electronic communication wherever possible. A few members we not able to participate in the informational workshops, but quorum was met for the crucial discussions and votes.

However, the FCAPT struggled in the fall quarter to find a chair, and, despite efforts to find a chair for next year, still has no volunteers for the 2012-13 academic year. Members concurred with the logical view that the committee should be populated almost entirely by full professors or, at a bare minimum, should at least be chaired by a full professor. Past chairs have noted the same problem:

“d) Schools and Programs should be encouraged, but not required (given the small size and composition of some programs), to staff the council with representatives at the Full rather than Associate rank so as to provide greater insight during the review of non-mandatory cases” (2009-2010 Report).

Yet we still struggled to meet these goals during 2011-12 – and will almost certainly struggle to do so in 2012-13 (some four years after this recommendation). As in most years, the chair of FCAPT was an associate professor. In practice, this mattered little over the 2011-12 academic year because there were no associates who applied for promotion. However, this remains far from ideal.

One new dimension of the problem that was discussed (in both FCAPT meetings and at meetings for the various chairs of FA standing committees) was the presumed paucity of full professors at UWT across all academic programs. The FCAPT chair asked the VCAA's office for data on this problem. According to an analysis of gleaned from IPEDS (<http://nces.ed.gov/ipeds/datacenter/>), only 22.5% of the tenured and tenure-track faculty at UWT were full professors in 2010 – the lowest percentage within a peer group that included 15 other urban-serving institutions.

This campus-wide issue is mentioned here because it directly impacts the ability of this committee to meet its important responsibilities; it also formed an important theme in a new dialogue with the VCAA's office on how more associates at UWT could be encouraged (and supported) to progress to full (a main theme of the second informational workshop). While this issue was hardly resolved, it is important to highlight as an ongoing concern in the years ahead.

Work agenda/recommendations for 2012-13

In addition to the case review responsibilities of this committee, the work agenda next year should take up the following two strategic issues:

- 1) Research, discuss implications, and perhaps begin to draft explicit guidelines that involve new language around the appointment and promotion of lecturers, who form an ever-larger percentage of the program faculties at UWT. This issue was addressed several times by the Executive Council and was also discussed in broad terms by the FCAPT. However, this issue needs to be taken up during 2012-13. This new effort should also be part of the process discussed at the May 4 Faculty Assembly, notably work done by the *Lecturer Experience at UWT Taskforce*, as well as the Faculty Affairs committee and a subgroup of faculty in IAS. In particular, the crucial issue of appointments may be influenced by New Class A legislation providing for the possibility of multi-year contracts for part-time lecturers in the UW Faculty Senate legislative process.
- 2) Research, discuss implications, and perhaps begin to draft explicit guidelines that involve new language (and values) that respond locally to the “diversity” proposals from the Class A Legislation-Diversity Committee of the Faculty Senate. These proposals will potentially impact Code Revisions to Chapters 24-31, 24-32 and 24-54 related to appointment and promotion of faculty.

Members of FCAPT:

June Lowenberg Nursing (Fall, Winter, Spring)

Greg Noronha, Milgard School of Business (Fall, Winter, Spring)

Josh Tenenberg, Institute of Technology (Fall, Winter, Spring)

Belinda Louie, Education (Fall, Winter, Spring)

Mary Hanneman, IAS (Fall, Winter, Spring)

Marian Harris, Social Work (Fall, Winter, Spring)

Faculty Assembly Staff:

Nan Geier

Respectfully submitted,

Yonn Dierwechter, FCAPT Chair, 2011-12