

3-1-2012

Criteria and Procedures for Faculty Evaluations

Georgia Southern University

Senate Executive Committee

Follow this and additional works at: <https://digitalcommons.georgiasouthern.edu/faculty-senate-index>



Part of the [Higher Education Administration Commons](#)

Recommended Citation

Georgia Southern University and Senate Executive Committee, "Criteria and Procedures for Faculty Evaluations" (2012). *Faculty Senate Index*. 156.

<https://digitalcommons.georgiasouthern.edu/faculty-senate-index/156>

This motion request is brought to you for free and open access by the Faculty Senate Documents at Digital Commons@Georgia Southern. It has been accepted for inclusion in Faculty Senate Index by an authorized administrator of Digital Commons@Georgia Southern. For more information, please contact digitalcommons@georgiasouthern.edu.

Approved by the Faculty Senate: 3/19/2012; passed unanimously
Not Approved by the Faculty Senate:
Approved by the President:3/22/2012
Not Approved by the President:

Criteria and Procedures for Faculty Evaluations

Senate Executive Committee

3/1/2012

Motion:

That Section 205.06 of the Georgia Southern University Faculty Handbook be revised as follows:*

[Criteria and] Procedures for Evaluations

D. Locus and responsibility

The process of faculty evaluation [is] carried out primarily in the department. The chair [directs] the evaluation and [provides] summaries and recommendations to the dean.

E. Departmental determination of [criteria] and procedures

1. [Members of each department shall approve all criteria for evaluation of instruction, scholarship and creativity, and service and all procedures for evaluation.]

2. Each department shall describe in writing its [criteria and] procedures for evaluation. A copy shall be submitted to the dean for approval.

* Revisions appear in brackets. The attachment provides text with revisions in red.

Rationale:

Faculty members in all colleges and the library submit materials for annual

review, for applications for tenure and promotion, and for application for post-tenure review. Currently, no wording in the Faculty Handbook specifies that they know the criteria according to which their performance is evaluated.

Response:

Minutes: 3/19/2012: A Motion from the Senate Executive Committee Related to Criteria and Procedures for Faculty Evaluations: Lowell Mooney (COBA):

Section 205.06 of the Faculty Handbook documents procedures for faculty evaluations. The SEC moved that we add to that section details about criteria on which faculty will be evaluated: "Members of each department shall approve all criteria for evaluation of instruction, scholarship and creativity, and service and all procedures for evaluation. And that these criteria exist in writing." It's simply to make sure that faculty know the criteria on which they will be evaluated.

Clara Krug (Senate Moderator) said the SEC drafted this initially out of concern about the D's, F's, and W's that people were being evaluated on, and information didn't seem to exist in writing anywhere; they found out about it only when they received their evaluations. And Dr. Keel and Dr. Moore had both expressed concern that this kind of information, the criteria and the procedures, needed to exist at the departmental level, which is the focus of Section 205.06.

Candy Schille (CLASS) asked if departmental approval would require a majority or plurality, or had to be unanimous.

After some confused (and often inaudible) discussion, Jill Lockwood (COBA) suggested this was a question for the Senate Parliamentarian, and Bob Cook (Parliamentarian) noted that this would fall under Robert's Rules of Order and a majority would suffice unless the guidelines specified otherwise. The motion was Approved.

Moderator Krug hoped that this would help solve some of the problems of the DFW issue, and added that at the meeting of the University System Faculty Council, other members said that at their institutions they do not yet have this problem.

Attachments: Section 205-06 Criteria and Procedures for Faculty Evaluations

(see below)

Section 205.06 **Criteria and** Procedures for Faculty Evaluations

D. Locus and responsibility

The process of faculty evaluation **is** carried out primarily in the department. The chair **directs** the evaluation and provides summaries and recommendations to the dean.

E. Departmental determination of **criteria and** procedures

1. Members of each department shall approve all criteria for evaluation of instruction, scholarship and creativity, and service and all procedures for evaluation.

2. Each department shall describe in writing its **criteria and** procedures for evaluation. A copy shall be submitted to the dean for approval.