













College of Technology COT College Personnel Committee Reviews

April 22, 2020
Adopted by Faculty Council (Vote: 6-0-0)

REVIEW BY COT COLLEGE PERSONNEL COMMITTEE (tenured faculty)  	YR-1	YR-2	YR-3	YR-4	YR-5	YR-6	T/P	BR	TR
Regular Tenured Faculty <ul style="list-style-type: none"> Associate Professor Professor 	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>		
Regular Tenure-Track Faculty (probationary reviews) <ul style="list-style-type: none"> Assistant Professor (<i>unless credit given toward tenure</i>) 	<input type="radio"/>	<input type="radio"/>		<input type="radio"/>	<input type="radio"/>		<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Regular Full-Time Senior Instructor	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>		
Regular Full-Time Instructor	<input type="radio"/>	<input type="radio"/>		<input type="radio"/>	<input type="radio"/>		<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Temporary Full-Time Lecturer	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Temporary Part-Time Lecturer	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Affiliate Faculty	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Regular Tenured Faculty <ul style="list-style-type: none"> Associate Professor (Promotion to Professor) 	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>		<input type="radio"/>	<input type="radio"/>
Incoming Regular Faculty with Credit Toward Tenure <ul style="list-style-type: none"> Associate Professor (Tenure) Professor (Tenure) 	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>		<input type="radio"/>	<input type="radio"/>

YR - Year, T - Tenure, P - Promotion, BR - Biennial Review, TR - Triennial Review

Indiana State University
Faculty Performance Evaluation
Faculty Performance Evaluation Implementation Timeline
(Transition from Biennial Review to Triennial Review)

Semester	Review	Standards used	Department Actions	College Actions
Fall 20	None	NA	Establish/modify BR standards for Years 1&2 and Year 3.	Establish/modify BR standards for Years 1&2 and Year 3.
Fall 21	Year 3 review of the previous two years of work	The Biennial Review Department and College standards previously established		
Fall 22	Year 1	Year 1&2 standards created in Fall 20		
Fall 23	Year 2	Year 1&2 standards created in Fall 20		
Fall 24	Year 3	Year 3 standards created in Fall 20		

Indiana State University
Faculty Performance Evaluation
Approved by Executive Committee 3/17/2020
Approved by Faculty Senate 4/16/2020
● (Triennial Review)

Process for Years 1 and 2

Outcomes of Chair and Dean Reviews

If both the chair and the Dean agree that the faculty member is meeting expectations in all three domains, the review is complete.

If they do not agree, then the college personnel committee shall determine by November 30, based on the faculty member's materials and the review by the chair and Dean whether a full review is required. If they determine that a full review is not required, the review process is complete.

If both the chair and the Dean agree that the faculty member is NOT meeting expectations in at least one of the three domains, a full review will be conducted.

Full Review

A full review involves review by the departmental personnel committee, department chair, college personnel committee, and Dean.

Process for Year 3

College Review

Each year 3, after September 20, the Dean shall review the faculty member's materials for the review period in the FAD and evaluate the faculty member's performance in each assigned area. The Dean will also review department chairpersons in the three faculty domains. This evaluation will include a rationale for a determination of not meeting expectations in any of the three faculty domains. The faculty member will be notified of the results of this evaluation by November 10.

Unreconciled Evaluations

When any of the domain-specific performance evaluations are not reconciled at the department level, the college personnel committee and the dean, working together will make a final determination. When the department level evaluations are reconciled but the Dean disagrees with the evaluations, the college personnel committee will make a final determination. The review process must be completed no later than December 10.

Indiana State University Faculty Performance Evaluation Model ● (Biennial Review)

4. **College Review and Evaluation:** The departmental/school evaluations will be forwarded to the college dean for review. The dean is expected to examine each faculty member's file. The departmental/school evaluations will be forwarded to the college committee and dean for review when a faculty member is deemed *Does Not Meet Expectations* and when any of the domain-specific performance evaluations are not reconciled at the department level. The college committee and the dean will make a final determination. The typical college committee, in this case, is that committee which has the responsibility of reviewing promotion and tenure applications and other personnel matters. The review process must be completed no later than November 15 after the end of year 2.

a. It is the responsibility of the dean and college committee, working together, to develop the final recommendation for domain-specific performance when a faculty member does not meet expectations. No faculty member may be recommended as *Does Not Meet Expectations* without the consent of both the college committee and the dean. If the college committee and the dean disagree and cannot reconcile their recommendations, the faculty member's recommendation will be *Meeting Expectations*. In this case, the dean may choose to place a letter of concern in the faculty member's personnel file.

b. At the end of the review cycle, a dean who has concerns that a department is not maintaining college standards may ask the college committee to conduct a review of departmental evaluation guidelines and process. If the provost has concerns that a college is not maintaining University standards, he or she may ask for the University FAC to conduct a review of college and department evaluation guidelines and process.