Welcome! Faculty Promotion &/or Tenure

UNIVERSITY OF ALASKA SOUTHEAST

PLEASE SEND CORRECTIONS & SUGGESTIONS TO ADEWEES@ALASKA.EDU

United Academics AAUP AFT 4996

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presentation outline

please send corrections & suggestions to adewees@alaska.edu

- ► The details in this presentation apply to full-time faculty. Adjunct faculty have a separate CBA and handbook. If you don't like what the CBA or handbook say then you can suggest changes through the faculty handbook committee or as an active member of our union.
- ► Role of the collective bargaining agreement (CBA) in the P&T process
- ► Important dates and links
- ► Some thoughts about preparing for promotion and tenure
- ► Aligning workloads, annual activity reports, etc.
- ► How to use the faculty handbook to organize your P&T file
- ► Summary
- ► Q&A (faculty only, turn off the recording)

The promotion & tenure process for faculty is in two documents...

Collective Bargaining Agreement (governs the promotion and tenure process)

UAS Faculty Handbook

COLLECTIVE BARGAINING AGREEMENT

between the

University of Alaska

and

United Academics – AAUP/AFT

http://unitedacademics.net/wp-content/uploads/UNAC-2017-2019-CBA.pdf

UNIVERSITY of ALASKA SOUTHEAST

Faculty Handbook
for
Academic Year 2021-22
Effective: July 1, 2021

The Provost Office website has useful links:
https://uas.alaska.edu/provost/faculty-resources.html

Promotion and tenure for full time faculty

- Our union, United Academics local 4996, which is affiliated with AAUP (American Association of University Professors) and AFT (American Federation of Teachers), successfully negotiated for non-tenure track promotion in our last contract
- As of 2018, all full-time faculty belong to the same union. You can sign up for active membership here: http://unitedacademics.net/membership/
- Article 9 of the CBA, "Faculty Status: Appointment, Evaluation, Promotion, Tenure, and Termination," outlines the processes for promotion and tenure, including when TT faculty must stand for tenure
- AAUP also has information on the history of tenure, and its importance, on its website: aaup.org. UNAC members have access to AAUP documents, workshops, etc., through our member dues.

Important dates and links

Important dates
- Faculty must notify their Dean/Director/or designee of their intention to stand for tenure &/or promotion by the end of the contract year (early May). They must attach a current CV and the names of 2 external reviewers.
- External reviewers submit their reviews of the faculty member's work by 9/1
- Faculty member submits their comprehensive evaluation file by 9/12 (to the Provost or Campus Director office)

Links
- Summary of key faculty deadlines: https://uas.alaska.edu/cs/faculty_resources/20rtant%20Deadlines%20fAC%20CBA%20and%20Pndbook.pdf

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Some thoughts about preparing for promotion &/or tenure

networking & professional development
- maintain connections from graduate school/previous jobs (those familiar with your teaching and research can serve as external reviewers)
- engage in professional conversations within UAS, within UA, and within your field
- ask your Dean or Director for ideas and assistance
- take advantage of workshops (iTeach, Quality Matters, etc.)

other ideas...
- Some faculty development opportunities: https://uas.alaska.edu/ty-resources.html
- meaningful student input
- SAYING NO TO THINGS SO THAT YOU CAN FOCUS YOUR TIME AND ENERGY ON WHAT YOU'RE EVALUATED ON
- If you're asked to volunteer for too many things (bc ~isms) ask your Dean or Director to intervene. If that is unsuccessful, reach out to UNAC.

aligning workloads, annual activity reports, 4th year reviews, etc.

Workloads and reports

► Faculty workloads are described in Article 13 of the CBA and may include teaching, service, and research (creative activities, scholarship, research). [Difference between bi-partite and tri-partite workloads]

► Faculty submit an annual activity report on September 12th of each year. There should be alignment between the workload and the activity report

► For this reason, it is important to revise the workload when needed

4th year review and other ideas…

► We will cover how to address supervisor feedback in the Q&A section

► We will cover how to address 4th year review in the Q&A section

► other ideas…

How to use the faculty handbook to organize your P&T file

Links:

► https://uas.alaska.edu/provost/docs/faculty_resources/2021-07-Appendix%20H.pdf. This is a checklist.

► Faculty Handbook https://uas.alaska.edu/facultyhandbook/docs/faculty-handbook.pdf

using the appendices

Appendix A: Wilson Endowment Fund for Professional Development	A1
Appendix B: Open Access Policy*	B1
Appendix C: Faculty Evaluation – Teaching Guidelines	C1
Appendix D: Faculty Evaluation – Service Guidelines	D1
Appendix E: Faculty Evaluation – Research & Creative Activity Guidelines	E1
Appendix F: Student Rating of Faculty	F1
Appendix G: Board of Regents Conflict of Interest Policy & Regulations	G1
Appendix H: UNAC Faculty Evaluation File Preparation Checklist	H1

Appendix for Teaching (excerpt)

Categories		Instructor/Assistant Professor	Associate Professor	Professor
1. Instruction/ Pedagogy	Instructional strategies	**Activities:** • Designs course content to address diverse learning styles and UAS competencies *and* • Includes a variety of learning assessments and active learning activities in syllabi. **Sample evidence/Indicators:** Syllabi, course assignments and assessments.	**Activities** • Participates in conferences, discussions, or workshops addressing pedagogy *or* • Reads research literature about teaching and learning. **Sample evidence/indicators** Reflections on personal relevance or significance to accompany programs *or* bibliography.	**Activities:** • Pilots new delivery strategies *or* • Shares knowledge of instructional design or delivery methods with peers in presentations or published articles. **Sample evidence/Indicators:** Articles or presentations.

Appendix for Service (excerpt)

Service Categories		Instructor/Assistant Professor	Associate Professor	Professor
University Service	UA Statewide		serve on Statewide task force, committee, or search committee	serve on various committees or task forces, represent UAS on the UA Alliance
	University/ Campus	attend Faculty Development Seminar(s) or Convocation, present at or organize University events, serve on Faculty Senate committees or working groups, evaluate library holdings and recommend books and journals for the library	serve on Faculty Senate, on task forces or on Senate committees, present at Faculty Development Seminar(s) or Convocation, participate in accreditation reviews, coordinate university events, serve on peer evaluation committees	President Faculty Senate, chair university task force, coordinate Faculty Development Seminar, serve on faculty evaluation committee(s)
	School level	serve as guest speaker in other classes, assist with web page design/implementation	design interdisciplinary courses, represent school on accreditation committee, coordinate surveys of graduates, compile assessment data	represent department at school-level events
	Department or Program level	attend and contribute at faculty meetings, represent department at cross-campus events/meetings, mentor new faculty, provide colleagues with teaching assessments, review manuscripts	serve as Program Coordinator, coordinate program review, serve on faculty search committees, mentor new faculty, provide colleagues with teaching assessments, assist with coordination of adjunct faculty, seek grant funding for program initiatives	serve as Department Chair, advocate/articulate arguments for new faculty positions, chair search committee, coordinate program review

Appendix for Research (discipline specific)

Evaluators should consult the appropriate item for those being evaluated in the following disciplines:

Library Science	Item D
Education	Item E
Natural Science	Item F
Creative Writing	Item G
The Visual Arts	Item H
Music	Item I
Theater and Dance	Item J
Psychology	Item K

Summary

- ► The CBA governs the tenure and promotion process, including timelines.
- ► Dates are important!!
- ► Opinion: all faculty are important, but UAS should increase its proportion of TT faculty. Tenure affords protections for academic freedom, and faculty governance.
- ► Mind your workload and annual activity reports. They should align. Say no to things so you can say yes to other things.
- ► The faculty handbook has useful appendices for preparing the tenure or promotion file.
- ► If there are any hiccups in the tenure or promotion process, contact the UNAC contract manager.

TURN OFF THE RECORDING

AGREEMENTS ABOUT THE Q&A
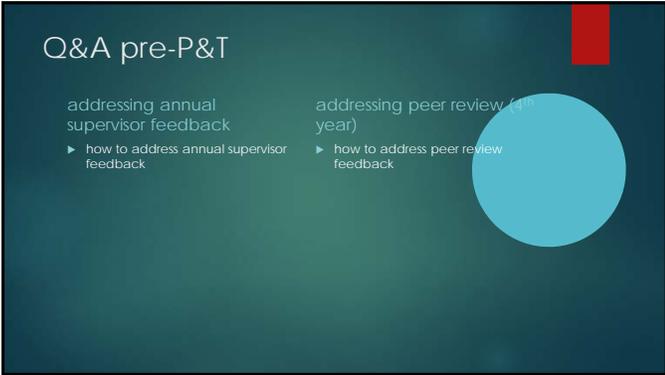
Q&A pre-P&T

addressing annual supervisor feedback
- how to address annual supervisor feedback

addressing peer review (4th year)
- how to address peer review feedback
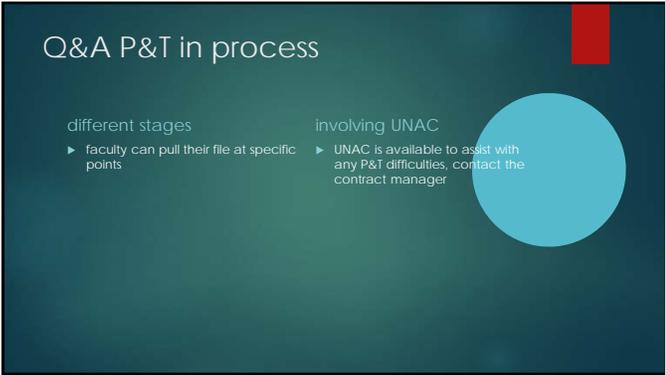
Q&A P&T in process

different stages
- faculty can pull their file at specific points

involving UNAC
- UNAC is available to assist with any P&T difficulties, contact the contract manager

Other Q&A