

To: Herb Haines, Interim Chair, Academic Faculty Affairs Committee

From: Lynn MacDonald, Chair, Faculty Senate

Date: February 15, 2019

RE: Charge to Develop Guidelines for Faculty Service in Chapter 220 of the Handbook

As we discussed at a recent Steering Committee meeting, it would be helpful for faculty to have some guidance with regard to service expectations for continuing appointment and promotion, similar to the guidance for scholarship expectations in the new Chapter 220.07, H. This guidance is as follows: "...the minimum institutional expectations across all disciplines is that three peer reviewed works of scholarship or creative activity, or their equivalent, are required for an affirmative recommendation for continuing appointment, for the ranks of assistant professor, senior assistant librarian, or those higher."

Based on this discussion, I am charging the AFAC with developing and proposing guidelines for service expectations for both continuing appointment and promotion, to be included in Chapter 220.07.

Specifically,

- Review section 220.07 Criteria for the Continuing Appointment and Promotion of Academic Faculty.
- Collect and consider existing department policies and/or policies at other institutions that offer guidance for service.
- Make a recommendation to Faculty Senate for minimal criteria for continuing appointment and promotion by December, 2019.