EXECUTIVE COMMITTEE CHARGES FOR 2019-2020

Melissa Neville, Chair
Catherine Zublin, Liaison

APPOINTMENT, PROMOTION, ACADEMIC FREEDOM, AND TENURE (APAFT)

PPM 1-13, Article 5, Section 4.3: The Committee on Appointment, Promotion, Academic Freedom and Tenure shall formulate policies and operational procedures on these matters and due process and merit.

1. Review WSU tenure and post-tenure documents. (Ongoing)

2. Continue to benchmark USHE and Peer Institutions for making recommendations regarding the updating of the PPM 8-11 and the WSU autobiographical form.

3. Review and make recommendations regarding updating the PPM 8-11 related to tenure and promotion channels.

4. Review PPM 8-11 and the WSU autobiographical forms and make recommendations regarding faculty reporting student advising as component of tenure and promotion.

5. Continue to review and update PPM 8-11 and the WSU autobiographical form to clarify the criteria necessary for faculty to receive a satisfactory rating during their formal third year review.

6. Appoint a Faculty Senate task force representing each College to work in conjunction with the Teaching Learning and Assessment (TLA) and APAFT committees to make policy recommendations regarding standardization of a process for the construction and utilization of student evaluations across WSU. (task force)

7. Update PPM 8-11 and the WSU autobiographical form regarding the use of student evaluations in the tenure and promotion process.

8. Continue to benchmark institutions and make recommendations regarding PPM 8.6 for WSU options for career opportunities for non-tenure track contracted instructors.

9. Benchmark USHE and Peer institutions to make recommendations regarding the eligibility of Dean’s for sabbaticals, special leaves, administrative leaves, or faculty status following their service at WSU.

10. Review the Dean’s Evaluation Survey and make recommendations regarding the survey questions and consider including language addressing a Dean’s commitment to fostering diversity and commitment to fund-raising.

11. In conjunction with Canvas technology and the Provost’s office benchmark USHE and Peer Institutions to make recommendations regarding tenure and promotion software options for
the electronic storage, display, and management of faculty tenure and promotion files. Explore template options and a process for developing faculty tenure and promotion files.

12. Review PPM 8-13 to develop recommendations regarding the ownership of the WSU autobiographical form and the dated guidelines permanently residing with APAFT. Explore options for managing and distributing the dated guidelines to WSU faculty.

13. Review PPM 8-11 and develop recommendations regarding the tenure and promotion process utilized by the Stewart Library.

14. Benchmark USHE and Peer Institutions related to faculty workload and possible release time options for full-time, tenure-track faculty.

15. Ensure that the language of generated policies is inclusive.