

Proposed Changes to Faculty Performance Evaluations

- Faculty-Designed Processes
- Faculty Engaged in the Processes
- Faculty Oversight through Due Process

Meeting of the Whole Faculty

August 30, 2022

Agenda

I. Steering committee presentation

- a) Overview of changes
- b) Annual evaluation specifics
- c) Student success activities specifics
- d) Post-tenure review specifics
- e) Faculty-administrator evaluations

II. Comments by units' elected representatives

- a) 6 colleges (COB, COC, COD, COE, COS, IAC), services & central admin, GTRI

III. Q&A – submit electronically

IV. Open discussion

V. Post-meeting follow-up for Sept 20 meeting & vote

- a) submit to your elected senate representatives
- b) submit to steering committee on faculty.gatech.edu
- c) submit to everyone via facultygovernance.gatech.edu

Introduction

- Changes driven by Board of Regents - October 13, 2021
- New and updated GT processes co-created by GT faculty and GT Administration
- Guiding principles
 - Faculty will be involved in all processes, such as annual reviews and post-tenure review
 - Protecting faculty rights, especially academic freedom and due process
 - Transparency
 - Maximum flexibility to units and faculty

Key Points in Annual Review

- Faculty perform self-evaluation
- Based upon allocation of effort in your role: % teaching, % research/creative, % service, % other
 - Contemplates ability to work with your Chair/Supervisor to make changes to %
- USG-required 5-point scale with labels
 - Each unit's faculty design the rubric for the scale.
- USG-required meetings
 - Strongly encourage discussion of goals and resource needs
- USG-required student success activities
 - Integrated into at least 1: teaching/research/service

Key Points in Post-Tenure Review

- Mostly same as current process
- Primary differences:
 - Result of receiving a low rating (1 or 2 out of 5): 1 year vs. 3 years to correct deficiencies
 - New appeal process and committee

When will you see changes?

- Annual Reviews: CY 2023
 - Reviews start January 2024
- Post-Tenure Review: AY 2023-2024

Role of School/Unit Faculty in Developing Rubrics

- Ongoing role for unit faculty
- **Faculty** should be drafting rubrics and processes used in annual reviews
- Must be approved by faculty vote

Annual Evaluation: Criteria and Ratings

- Annual evaluation encompass:
 - Teaching
 - Research, scholarship, creative activities
 - Professional service
 - **Student success activities (new item)**
- Evaluation ratings use a USG-required 5-point Likert scale:
 1. Does not meet expectations
 2. Needs improvement
 3. Meets expectations
 4. Exceeds expectations
 5. Exemplary

Annual Evaluation: Performance Remediation Plans

- Enacted when a faculty member's performance is evaluated as "1 – Does Not Meet Expectations" or "2 – Needs Improvement" on any criterion
- Faculty member and supervisor develop the PRP to remediate "performance during the remainder of the evaluation period"
 - PRP must be specific, reasonable, achievable with the time frame, and reflect essential job duties of the faculty member
 - PRP must reflect the timing of a faculty member's contract
- If the faculty member and supervisor disagree on the PRP, the unit's elected PTR committee (or equivalent elected committee) will mediate towards resolution

Annual Evaluation: Performance Remediation Plans

- Faculty member and supervisor meet twice during the fall semester and twice during the spring semester to review progress, document additional needs and resources, and plan accomplishments for the upcoming time period
 - After each meeting, the supervisor summarizes and indicates if the faculty member is on track to complete the PRP
- If a supervisor evaluates a tenured faculty member as “1 – Does Not Meet Expectations” or “2 – Needs Improvement” on any evaluation criterion in two consecutive annual evaluations, the supervisor will recommend a corrective post-tenure review.
- If the supervisor evaluates a non-tenured faculty member as “1 - Does Not Meet Expectations” or “2 - Needs Improvement” on any evaluation criterion in the next consecutive annual evaluation, the supervisor may propose a subsequent PRP.

Student Success Activities

Activities that can contribute to student success

Guidance document contains a long list of possible suggestions obtained from faculty and students.

Quality is just as, if not more, important than quantity – so one significant activity should be acceptable **rather than** requiring a list of many activities

Examples for Annual Review

- **Teaching:** creating new courses or performing curriculum revision to meet student needs; incorporating High Impact Practices into teaching (e.g., first-year experience, living-learning communities, UG research, capstone courses); participating in CTL offerings
- **Research:** mentoring of students in research (required component if faculty member supervises thesis students), participating in mentorship training or relevant leadership training
- **Service:** advising student organizations, significant efforts in writing letters of recommendation or advising, participation on student-focused committees

Student Success Activities

For RPT and PTR:

- Must include a discussion of student success activities in the narrative section
 - Either integrated into the other categories or as a separate section; faculty member's choice.
- The Student Success Activities Guidelines document provides suggestions on how to discuss this topic effectively in narratives.

Post Tenure Review (PTR)

*only applies to tenured faculty

- Process similar to current PPR process
- PTR every 5 years
 - Positive result – 5 years until next review
 - Negative result – PIP developed and must be accomplished in 1 year, not the previous 3 years. PIP must be doable in 1 year.
- PIP progress review
 - School/college RPT committee reviews PIP progress and makes recommendations to school chair and dean
 - School chair and dean make decision as to progress
 - If decision is positive, faculty member is placed back on 5-year cycle, but without clock reset.
 - If the decision is negative, remedial actions (up to and including dismissal) will be suggested to the President.

Corrective Post Tenure Review (CPTR)

*only applies to tenured faculty

- Negative first annual review
 - Remediation Plan is developed and performed
- Positive second annual review following a negative first annual review
 - Faculty member does not have the PTR clock reset and returns to the 5-year cycle
- Negative second annual review following a negative first annual review
 - Review includes review of remediation plan
 - CPTR is triggered

Corrective Post Tenure Review (CPTR)

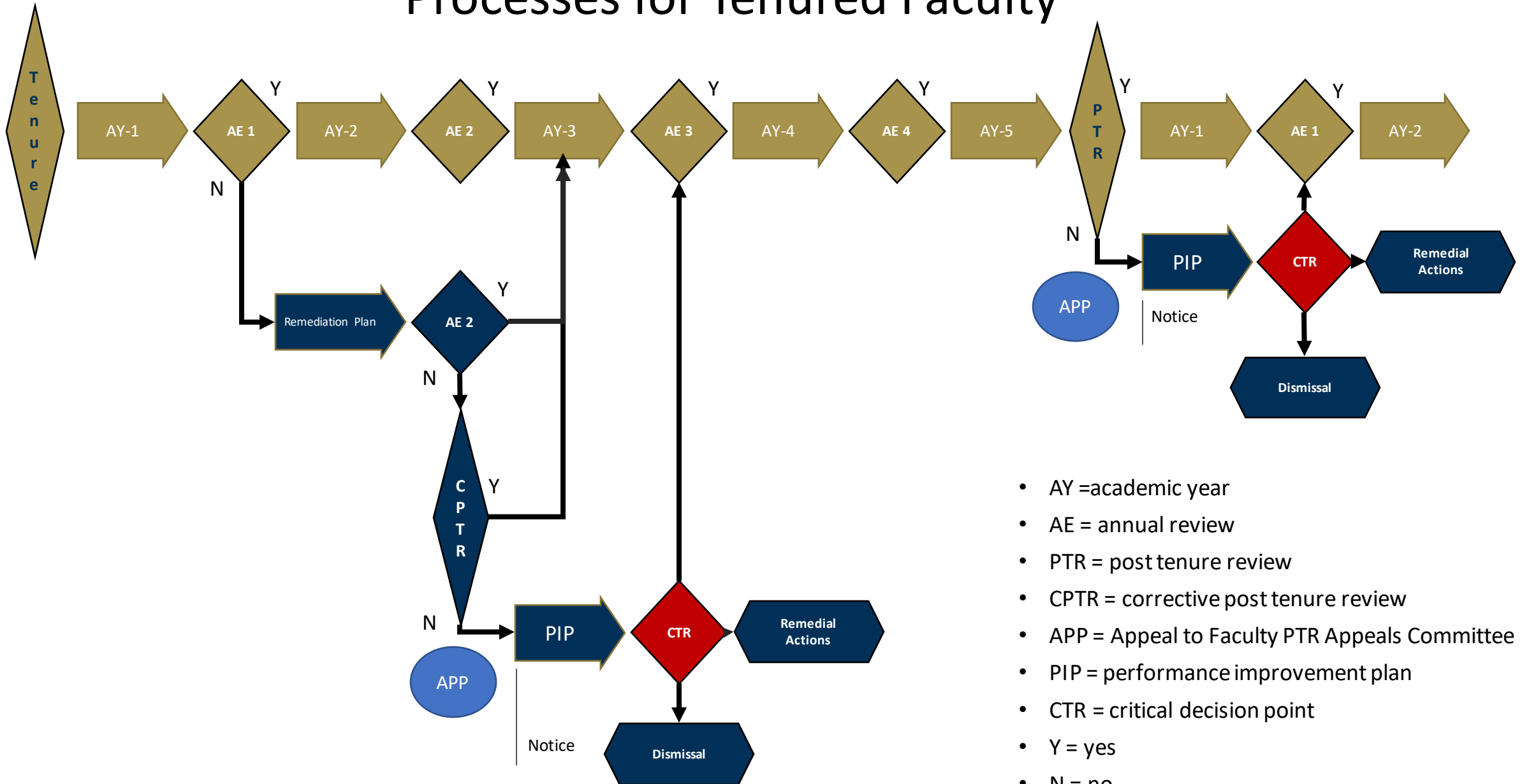
*only applies to tenured faculty

- CPTR
 - Positive CPTR: Faculty member is placed back on 5-year cycle with clock reset
 - Negative CPTR: Development of a Process Improvement Plan to be performed over the next year
- PIP progress review
 - School/college RPT committee reviews PIP progress and makes recommendations on progress
 - School chair and dean make decision as to progress
 - If decision is positive, faculty member is placed back on 5-year cycle with clock reset
 - If the decision is negative, remedial actions (up to and including dismissal) will be suggested to the President

Due Process

- Faculty PTR Appeals Committee
 - Purpose: Only for negative PTR and CPTR reviews
 - Decisions are binding over previous committee decisions
 - Composition:
 - 7 tenured faculty members
 - One from each of 6 academic colleges, one at-large
 - Elected, not appointed
- Faculty Status and Grievance Committee
 - One can also file a grievance before the FSGC, but the FPTRAC has priority
- President has final say in all cases

Processes for Tenured Faculty



- AY =academic year
- AE = annual review
- PTR = post tenure review
- CPTR = corrective post tenure review
- APP = Appeal to Faculty PTR Appeals Committee
- PIP = performance improvement plan
- CTR = critical decision point
- Y = yes
- N = no

Faculty Administrator Review

Current:

- Deans and School Chairs must go through a review every 5 years to review their administrative leadership and accomplishments and to review their reappointment for the next five years

Proposed:

- All faculty administrators with 50% or more appointment must go through a 5-year review to include a 360° feedback, review of job responsibilities, and potential for reappointment (if a termed appointment)
- The review should include the faculty administrator's role in teaching, research, service, and student success activities as appropriate to their role and job responsibilities – this review would suffice for the PTR for tenured administrators.

What is next?

II. Comments by units' elected representatives

- a) 6 colleges (COB, COC, COD, COE, COS, IAC), services & central admin, GTRI

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