

SELECTING EVALUATORS
FOR FACULTY REAPPOINTMENT, TENURE AND PROMOTION:
A Guide to the New Legislation

In the fall of 2013, in an effort to better align our formal structures of evaluation with current and emerging practices in scholarship, teaching, and service, the Bates faculty adopted new legislation governing faculty reappointment, tenure and promotion. The new provisions deepen collective engagement with one of the defining features of the college: the self-determination of its faculty.

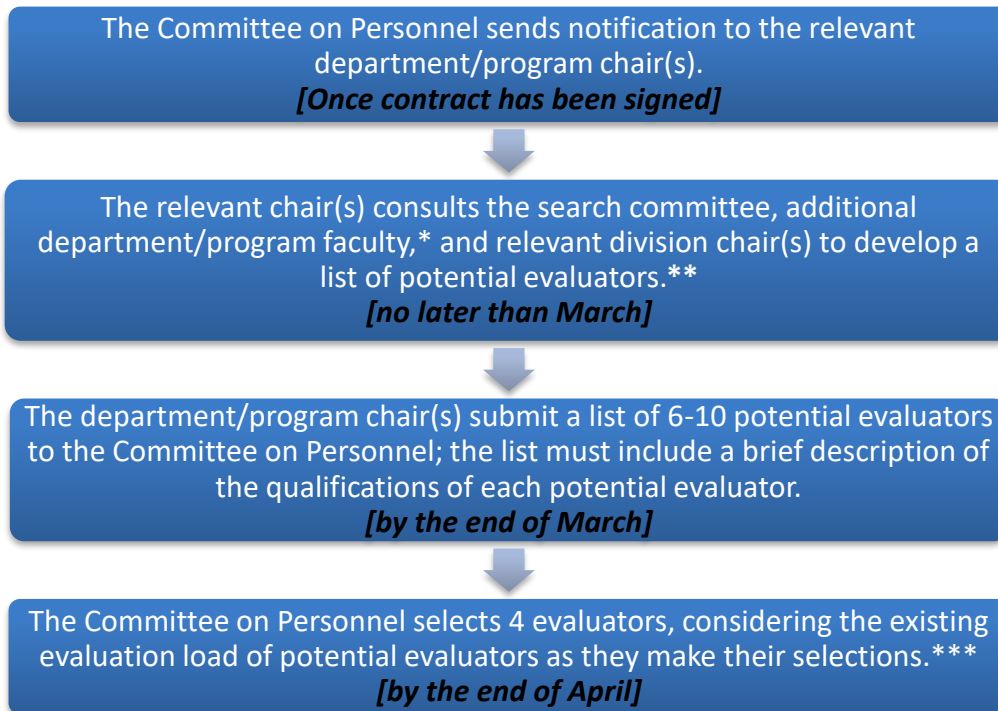
Specifically, the new legislation (Article I, Section 4 of the official Faculty Handbook) governs appointment of distinctly qualified peer evaluators for tenure-track faculty appointed on or after 1 August 2015. The new legislation may also be invoked by tenured faculty standing for promotion to full professor after 1 August 2015.

This guide seeks to help faculty—tenure-track and tenured, current and future—navigate the new procedures. Deliberately brief and uncluttered, it may be amended or expanded as often as may prove helpful for faculty; please forward your suggestions to the Dean of Faculty's office. Faculty seeking more immediate clarification or elaboration of the legislation might consult the Faculty Handbook itself (<http://www.bates.edu/dof/governance-and-policies/>) or the Dean of the Faculty (mhill@bates.edu).

**Part I:
Selecting Evaluators for New Tenure-track Faculty
(Appointed on or after 1 August 2015)**

Under the new legislation, each new tenure-track faculty member will be reviewed for reappointment and tenure by five Bates colleagues: four appointed at the time of the initial hire, and a fifth added prior to reappointment. How does this work?

The initial process:



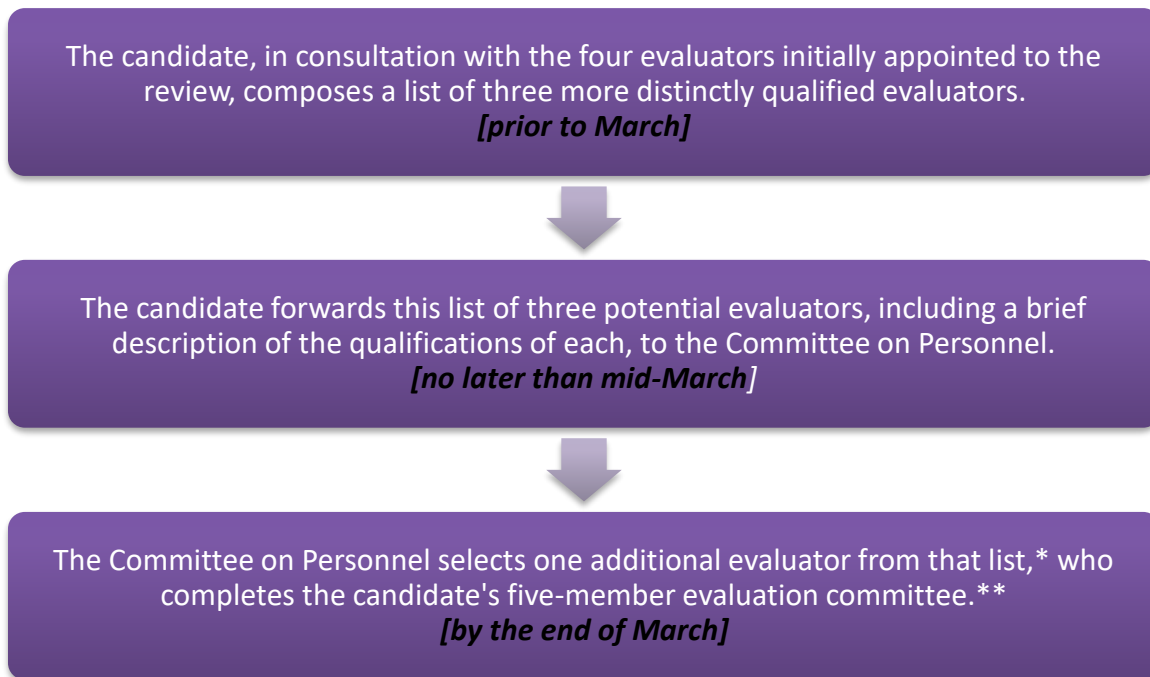
* The legislation’s reference to “additional faculty staffing the departments or programs of the candidate’s appointment” includes all tenured faculty (per Article II, Section 6 and Article IV, Section 1 of the Faculty Handbook). If serving as the candidate’s department and/or program chairs, faculty members with the title of assistant professor, lecturer, or senior lecturer also may be included.

** This legislated “consultation” should happen by the end of March of the hiring year, unless the contract is signed late in the spring. Ideally, conversations among department/program faculty, search committee members, and relevant division chairs about prospective evaluators for the candidate would begin even *before* the candidate is hired. Those conversations might even inform the meetings scheduled during the candidate’s campus interview.

*** Members of the Committee on Personnel on a list of potential evaluators for a candidate shall not participate in the selection of evaluators for that candidate.

Adding a fifth evaluator:

At the end of the academic year preceding the candidate's reappointment review, the Committee on Personnel appoints one additional distinctly qualified evaluator, from a list of three potential evaluators. How does this happen?



* Here as elsewhere, the legislation requires the Committee on Personnel to consider the existing evaluation load of potential evaluators when making their selections. The idea is to engage all faculty in the vital work of peer review, rather than concentrating responsibility and influence.

** The legislation specifies that if the candidate's appointment spans more than one academic unit, evaluators should be drawn from each unit, with representation roughly proportional to the candidate's teaching responsibilities.

**Part II:
Selecting Evaluators for Promotion to Full Professor
(For faculty standing after 1 August 2015)**

The basic process:

At least one year before submitting the promotion dossier,* the candidate writes to the division chairs to request a new evaluation committee. The candidate must include a rationale for the formation of a new committee.

[by August 22]



The division chairs, in consultation with the candidate and the full professors in the departments and programs of appointment, assemble a list of 6 potential evaluators.

[by October 1]



The Committee on Personnel selects 4 from the list to serve as evaluators.**

[by October 15]

* Given currently legislated dates for dossiers, that date is August 22 of the year preceding submission of promotion materials. The August date allows the division chairs enough notice to consider the request, and provides the newly formed evaluation committee sufficient time to visit the candidate's classes. Please note that this August 22 date differs from the legislated date by which a candidate must declare an intention to stand for promotion using existing internal review mechanisms (December 1). The August deadline is required for promotion candidates seeking formation of a new evaluation committee.

**Associate professors on the Committee on Personnel neither review the dossiers of faculty standing for promotion to full professor, nor participate in the deliberation of those cases.

Part III: Other Concerns



What happens if an evaluator drops out?

No need to panic: the legislation anticipates this possibility. Replacements due to illness, retirement, and the like are made by the Committee on Personnel from faculty selected by the division chairs, after consultation with the candidate and tenured members of the departments and programs of appointment.



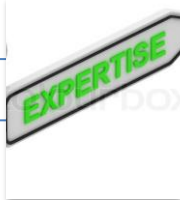
Who gets to count as "distinctly qualified"?

A distinctly qualified evaluator must have at least one of the following qualities, as determined by the elected Committee on Personnel:

- Close subject-area and/or methodological compatibility with one or more major areas of the candidate's scholarship and/or pedagogy and/or professional engagement.

or

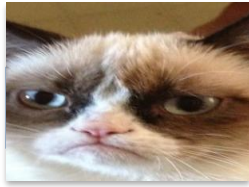
- Ability to reliably appraise the interdisciplinary contributions (scholarly and/or pedagogical and/or institutional/professional engagement) of the candidate.



How do I discern my colleagues' fields of expertise?

The legislation requires the Dean of the Faculty to provide a list of all tenured faculty members, annotated with their fields of expertise, to all faculty at the beginning of each academic year. That list must also include the number of tenure and promotion review cases to which each faculty member is currently assigned.

The Dean of Faculty's office first solicited faculty for descriptions of their fields of expertise for this purpose in April 2014. Subsequent requests for amendments to the list will be made by the office each year. Faculty are free to submit updates to the Dean of Faculty's office at any time.



Why are we doing all this?

Most simply, because in December 2013 a sizable majority of the faculty voted in favor of this legislation. More generally, because the new procedures enhance the equity and clarity of our peer review process, a process central not only to the continued viability of faculty self-governance but also to the intellectual vitality of the college. With any luck, the processes outlined here will engage us all in unexpectedly generative ways.