

Creating Clarity in Instructional Academic Staff Review

WHEREAS, Instructional Academic Staff review policies have in practice, varied by department, creating confusion among faculty and academic staff;

WHEREAS, some departments do not utilize Purple Books for review, whereas others do;

WHEREAS, Per the ASA executive committee meeting with then Provost Chenoweth 10.29.2021 and per ASA minutes from 11.10.2022, IAS should not be asked to complete Purple Books unless departments directly tie them to the requirements for IAS.

WHEREAS, [at time] Interim Chancellor John Chenoweth noted in an email on 10.17.2022 “if the intent of ASA is that AS should NOT use the same procedures that probationary faculty follow for annual review, then there should be a proposal to address that”;

WHEREAS, Per these conversations, ASA removed all mention of Purple Books and links on our website.

WHEREAS, the current text of Personal Rules 8.01(a) ii does not match current practice;

WHEREAS, this confusion creates challenges for Academic Staff Assembly Members to offer effective support of departments looking to them for review guidance;

WHEREAS, probationary faculty utilize the purple book for tenure, and Instructional Academic Staff use reviews for promotion;

WHEREAS, the faculty tenure process and Instructional Academic Staff Promotions process do not hold the same requirements or timelines;

WHEREAS, faculty are expected to divide attention among teaching, scholarship and service, and Instructional Academic Staff are to focus on teaching;

WHEREAS, Instructional Academic Staff hold varying FTE levels, and/or split appointments;

WHEREAS, an effective review process is required for accountability and state pay plans;

WHEREAS, Academic Staff Assembly updated Instructional Academic Staff promotions process in the fall of 2022;

WHEREAS, department chairs have a noted increase interest in promotions and review processes, as noted by LEARN Center Director Dr. Sue Wildermuth.

WHEREAS, Academic Staff Assembly has established promotion material requirements;

THEREFORE, BE IT RESOLVED that Section 8.01 (a) ii be revised to read as follows:

Academic staff holding the Lecturer title will be reviewed following ~~the identical~~ similar procedures used by their department to review probationary faculty. ~~If the contractual terms specify otherwise, then~~ criteria for evaluation shall be restricted to the provisions of the contractual terms. ~~These procedures should align with the Academic Staff Assembly Promotions Process outlined in Section 13 of the~~

Academic Staff Personnel Rules. Evaluation material should include a packet consisting of at minimum: distribution of effort agreement, student evaluation scores, Performance Evaluations (as either peer teaching evaluations or departmental performance reviews), and a document of personal statement or goals. Instructional academic staff receive their review prior to March 1st in the first two years of appointment and prior to December 1st thereafter.

BE IT FURTHER RESOLVED to create clarity, and avoid confusion, that the term “Purple Book” shall be discontinued from use to refer to review materials presented by Instructional Academic Staff. The term “review materials” or “review binder” (or other similar naming) shall be used in leu of “Purple Book.”

BE IT FURTHER RESOLVED the Academic Staff Assembly shall re-post the Distribution of Effort form to their website to assist in review and promotions processes.

Action Date				
Action	Approved	Rejected	Tabled	Other
Vote Detail	Ayes	Nays	Abstentions	Other