

# Short and Sweet: Speedy Updates on Changes You Need to Know

## Summary of Faculty Rule Changes – 2008-09<sup>1</sup>

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<u>Topic (Citations<sup>3</sup>); UTK Fac. Senate Adoption Date</u>	<u>Key Attributes</u>
<b>Ombudsperson</b> (FH § 5.2); March 24, 2008	Ombuds no longer are required to be faculty members; envisions a single ombudsperson hired for the role; <i>key factoid</i> : no one came to the party when invited, but search underway
<b>Department Head Reappointment</b> (FH § 1.4.6); November 17, 2008	Mandates extensive advance consultation by Dean w/department faculty; requires that great weight be given to department faculty consensus; mandates ex post report to department faculty on the Dean's reappointment decision

<sup>1</sup> Materials referenced in and relating to this handout (e.g., Faculty Senate minutes and resolutions, as well as the *UTK Faculty Handbook* and *UTK Manual for Faculty Evaluation*) can be found on the UTK Faculty Senate Web site, <http://web.utk.edu/~senate/> (under Minutes & Reports, Governing Documents & Resources, and Archives, among other places). Also, the *UTK Faculty Handbook* and *UTK Manual for Faculty Evaluation* are available through the UTK Provost's Web site, <http://provost.utk.edu/> (under Faculty Resources). Finally, a Departmental and Collegiate Bylaws Guide is available at [http://web.utk.edu/~senate/docs/2009-10/Handbook\\_Guide\\_to\\_Bylaws\\_Revision\\_20090831.pdf](http://web.utk.edu/~senate/docs/2009-10/Handbook_Guide_to_Bylaws_Revision_20090831.pdf) to assist you in checking the compliance of your bylaws with the requirements of the *UTK Faculty Handbook* and *UTK Manual for Faculty Evaluation*.

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<sup>3</sup> FH=*UTK Faculty Handbook*; MFE=*UTK Manual for Faculty Evaluation*.

<p><b>Annual Performance Review</b> (FH § 3.8.1; MFE Part II and new Faculty Annual Review Report and Faculty External Compensation and Consulting Annual Report Form); April 20, 2009</p>	<p>Except on the UTIA campus, coordination with retention review process (Fall reviews, single-form reporting); formalize concept of Faculty Activity Report; written record based on facts, not rumor or speculation; three-year look-back for evaluation period; require completion and conveyance to the Department Head of the Faculty External Compensation and Consulting Annual Report Form; tenured faculty members in good standing<sup>4</sup> may be permitted to submit fewer review materials, and Department Heads are only required to write a narrative for them every three years; five-category annual review scale being piloted this year<sup>5</sup></p>
<p><b>Retention Review</b> (FH §§ 3.8.2, 3.11.3.3 &amp; 3.11.3.4; MFE Part I and new Faculty Annual Review Report and Faculty External Compensation and Consulting Annual Report Form); April 20, 2009</p>	<p>Except on the UTIA campus, coordination with annual performance review process (Fall reviews, single-form reporting) ; formalize concept of Faculty Activity Report; written record based on facts, not rumor or speculation; requires a more substantive review after midpoint of probationary period (typically in the faculty member's fourth year); clarifies meaning of retention vote (from meeting faculty commitments in pre-midpoint years to ability to meet tenure requirements thereafter)</p>

<sup>4</sup> For these purposes, a tenured faculty member is in good standing if he or she (a) received a rating in the previous annual review indicating that his or her performance meets or exceeds expectations for his or her rank and (b) is not under a Cumulative Performance Review.

<sup>5</sup> The five categories are: Outstanding (Excellent); More Than Expected (Very Good); Expected (Good); Less Than Expected (Fair); Unsatisfactory (Poor).