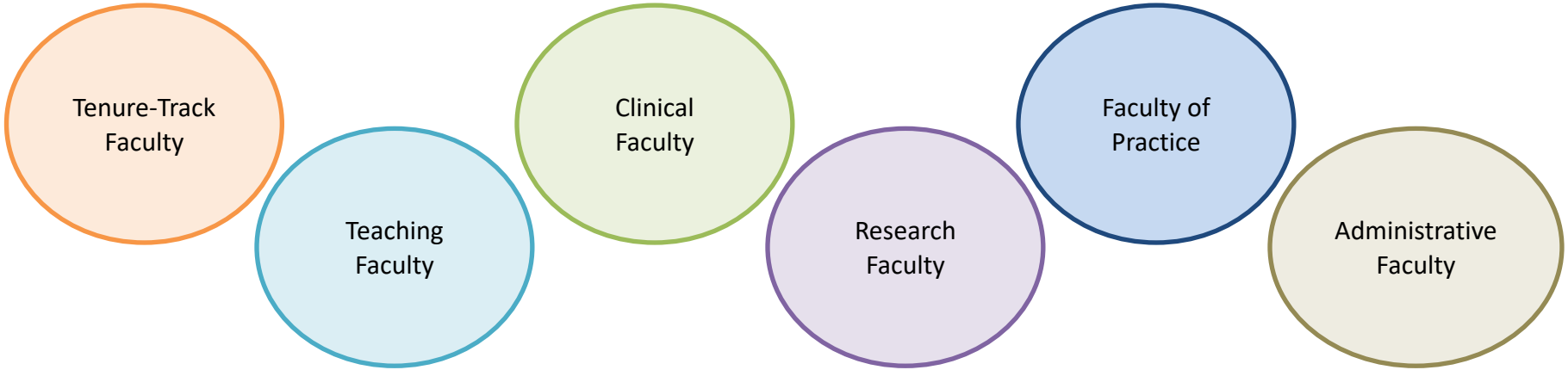
Faculty Success

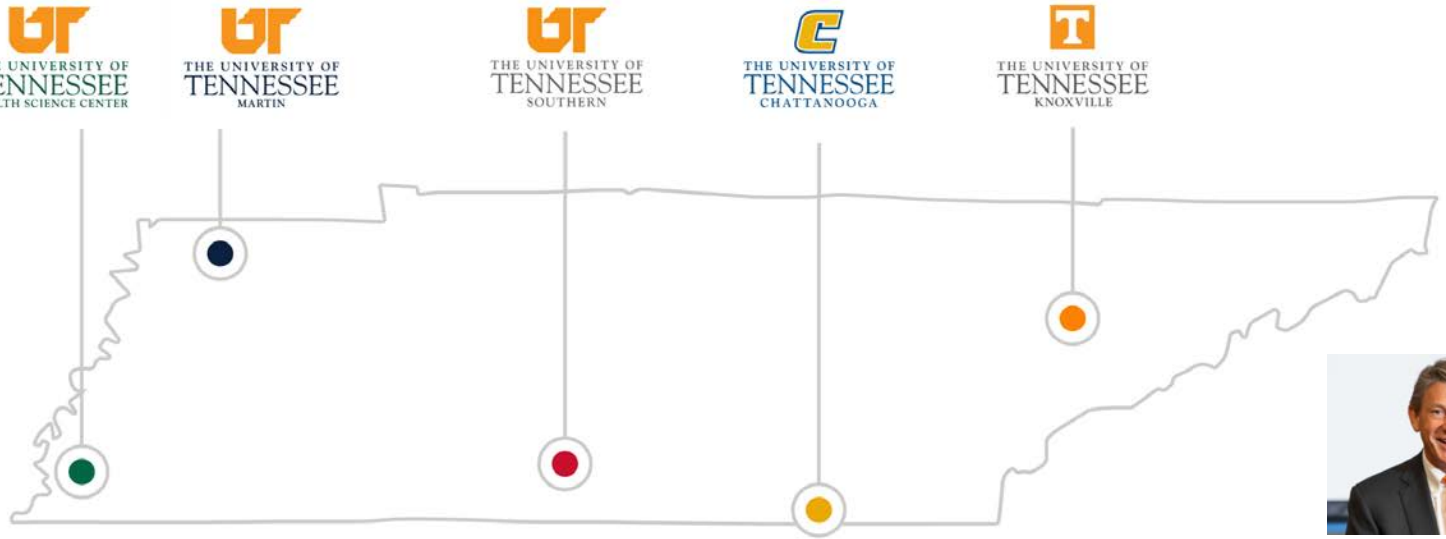
Diane Kelly
Vice Provost for Faculty Affairs

THE UNIVERSITY OF
TENNESSEE
KNOXVILLE

Welcome to All



University in Context



Randy Boyd
President

UT Knoxville (UTK) Leadership

Donde Plowman,
Chancellor

John Zomchick,
Provost & Senior Vice Chancellor

Keith Carver,
Senior Vice Chancellor &
Senior Vice President

Colleges & Schools

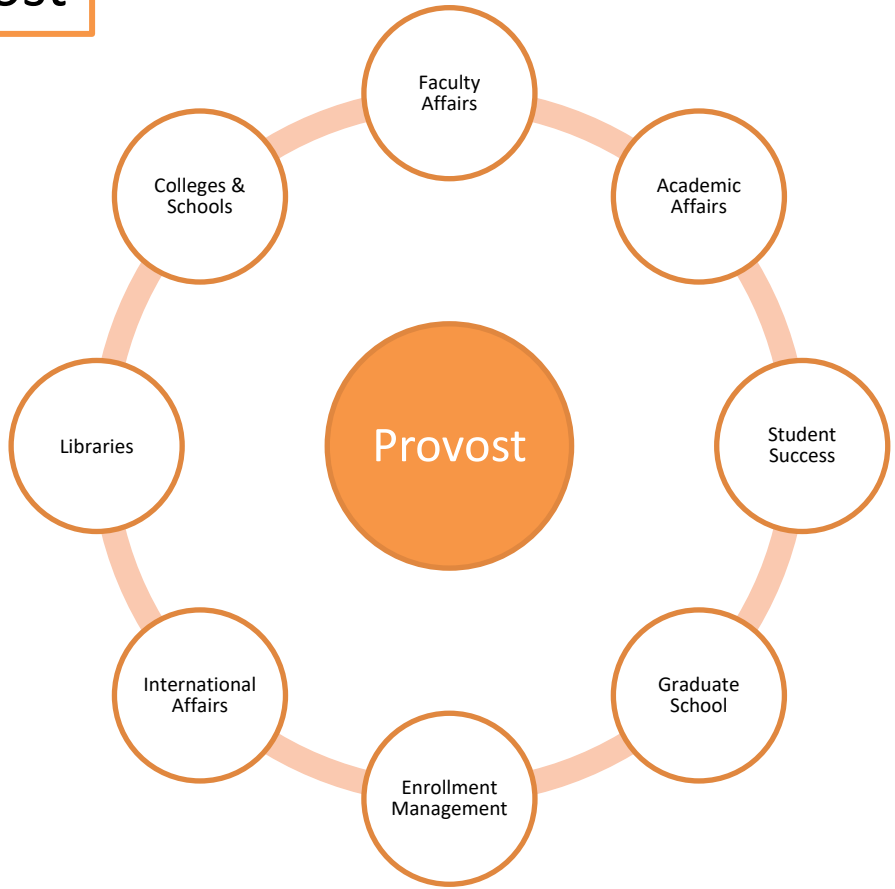
- Baker School of Public Policy and Public Affairs*
- College of Architecture & Design
- College of Arts & Sciences
- College of Communication & Information
- College of Education, Health, & Human Sciences
- College of Emerging & Collaborative Studies*
- College of Law
- College of Music*
- College of Nursing
- Haslam College of Business
- Tickle College of Engineering

UT Institute of Agriculture (UTIA)

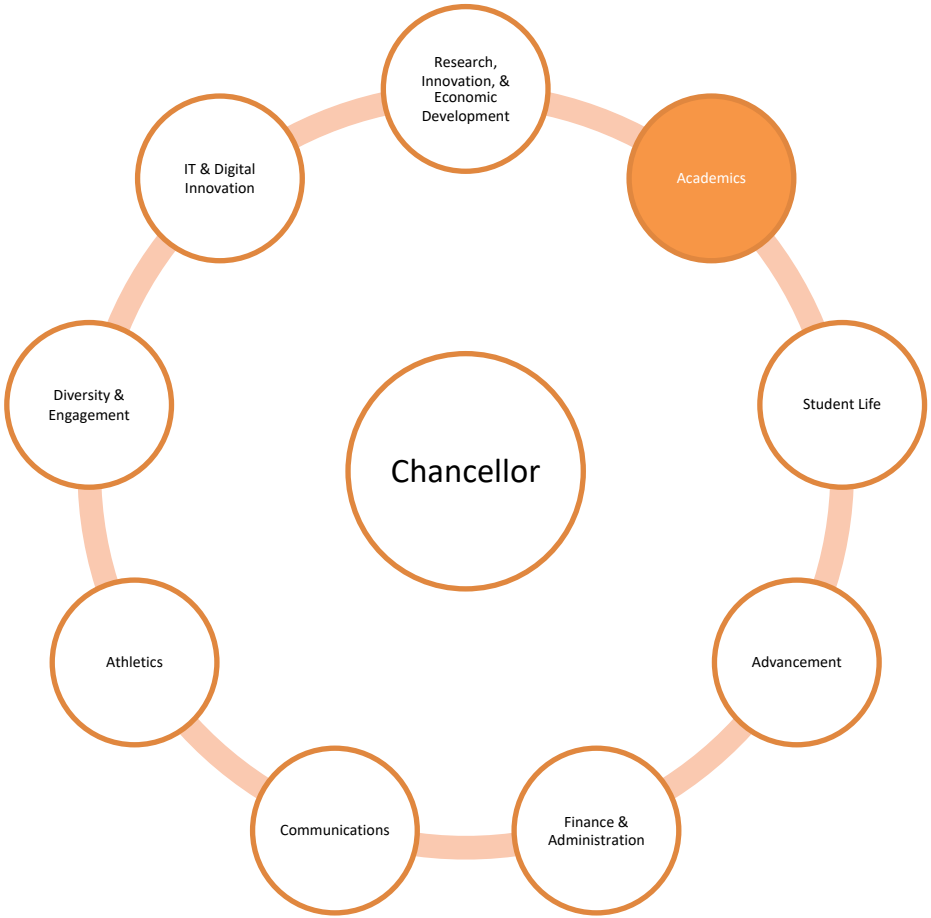
- Herbert College of Agriculture
- College of Veterinary Medicine

*New this year!

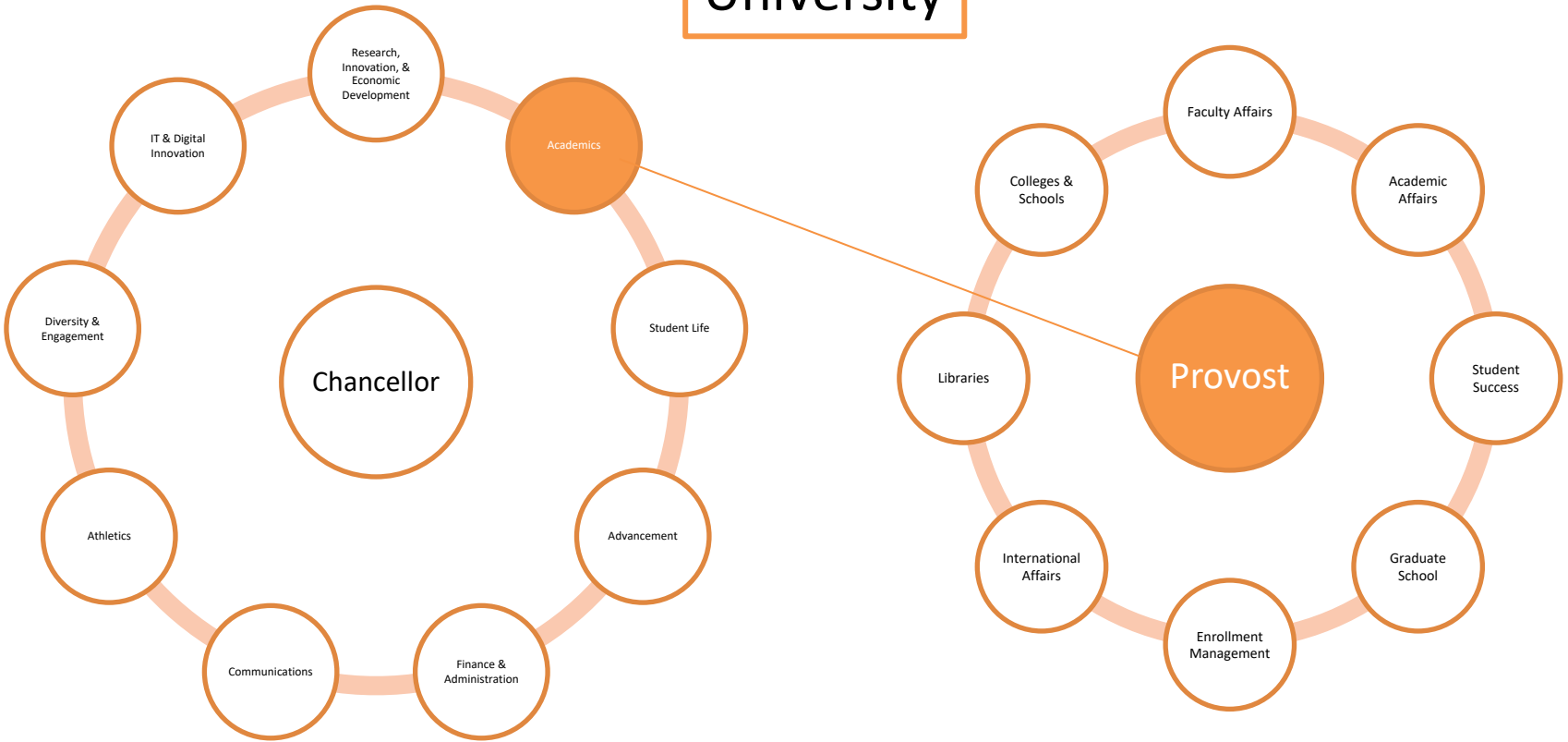
Office of the Provost



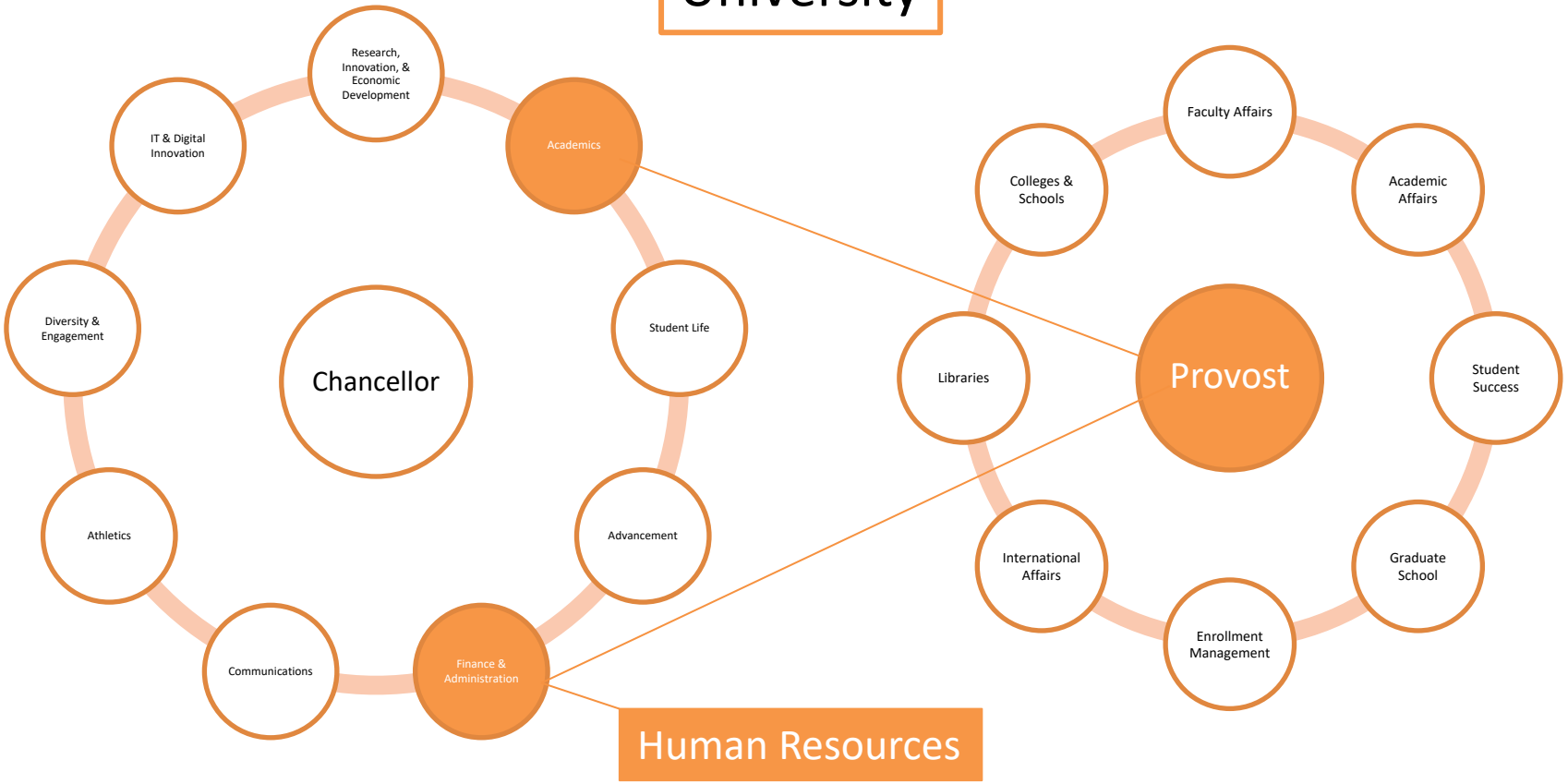
Chancellor


Research, Innovation, & Economic Development
Academics
Student Life
Advancement
Finance & Administration
Communications
Athletics
Diversity & Engagement
IT & Digital Innovation
Chancellor

University


Research, Innovation, & Economic Development
IT & Digital Innovation
Academics
Diversity & Engagement
Chancellor
Student Life
Athletics
Advancement
Communications
Finance & Administration
Faculty Affairs
Colleges & Schools
Academic Affairs
Libraries
Provost
Student Success
International Affairs
Graduate School
Enrollment Management

University


Research, Innovation, & Economic Development
IT & Digital Innovation
Academics
Diversity & Engagement
Chancellor
Student Life
Athletics
Advancement
Communications
Finance & Administration
Faculty Affairs
Colleges & Schools
Academic Affairs
Libraries
Provost
Student Success
International Affairs
Graduate School
Enrollment Management
Human Resources

UTK Human Resources

New Employee Welcome

Welcome to the University of Tennessee! We are excited you have chosen to join the VOL Family for the next steps in your career. To ensure your start with us is seamless, we would like to provide the following information and steps to aide in your onboarding. Our hope is that checking these boxes before your first day will allow you an uninterrupted start, and give us the opportunity to meet you even sooner.

You got the job, so what's next?

- Let's make it Official! (Required Forms)
- Insurance (Required Forms)
- Retirement (Required Forms)
- What to Know and Where to Go
- VolCard, Parking Permit, Virtual Tours and RecSports Memberships
- Organizational Introduction
- Appointment Calendar

https://hr.utk.edu/welcome/

Getting Help

Employee Assistance Program

The UT Employee Assistance Program (EAP) is designed to provide free, **confidential** assistance to help employees and their families resolve problems that influence their personal lives or job performance.

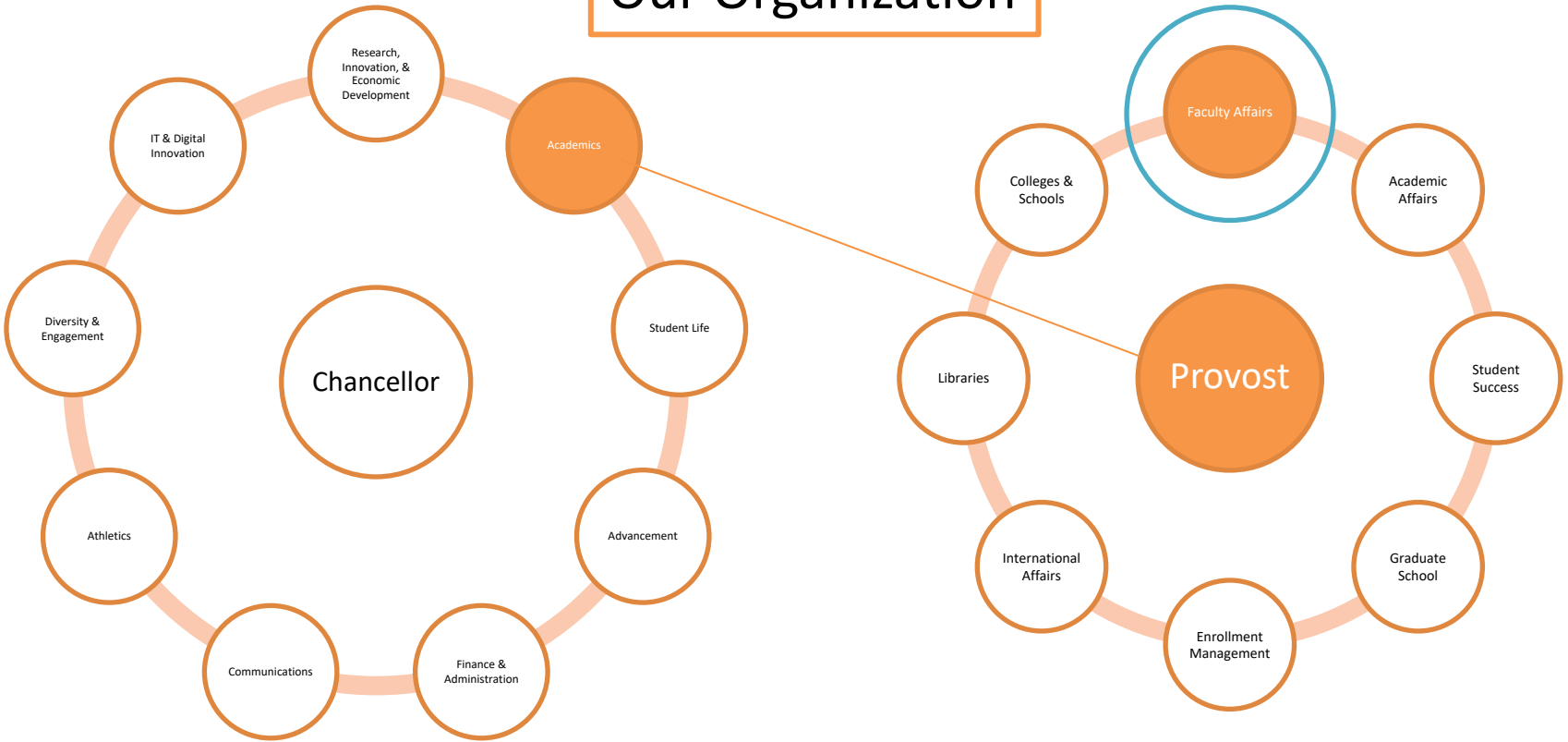
946-CARE for Distressed Faculty and Staff

UT's top priority is the safety and well-being of faculty, staff, and students. The 946-CARE (865-946-2273) program is available twenty-four hours a day, seven days a week, to help faculty and staff maintain a secure and healthy working environment.

Office of Ombuds Services

Serves as an independent, impartial, confidential, and informal resource for UT Knoxville including UT Institute of Agriculture employees—both faculty and staff—as well as graduate students.

Our Organization



Faculty Affairs

https://provost.utk.edu/facultyaffairs/
vpfacultyaffairs@utk.edu

Academic Personnel Services (APS)

Faculty Search, Appointment, Review, Promotion, Tenure, Leave, Faculty Systems, Faculty Handbook & Faculty “Issues”

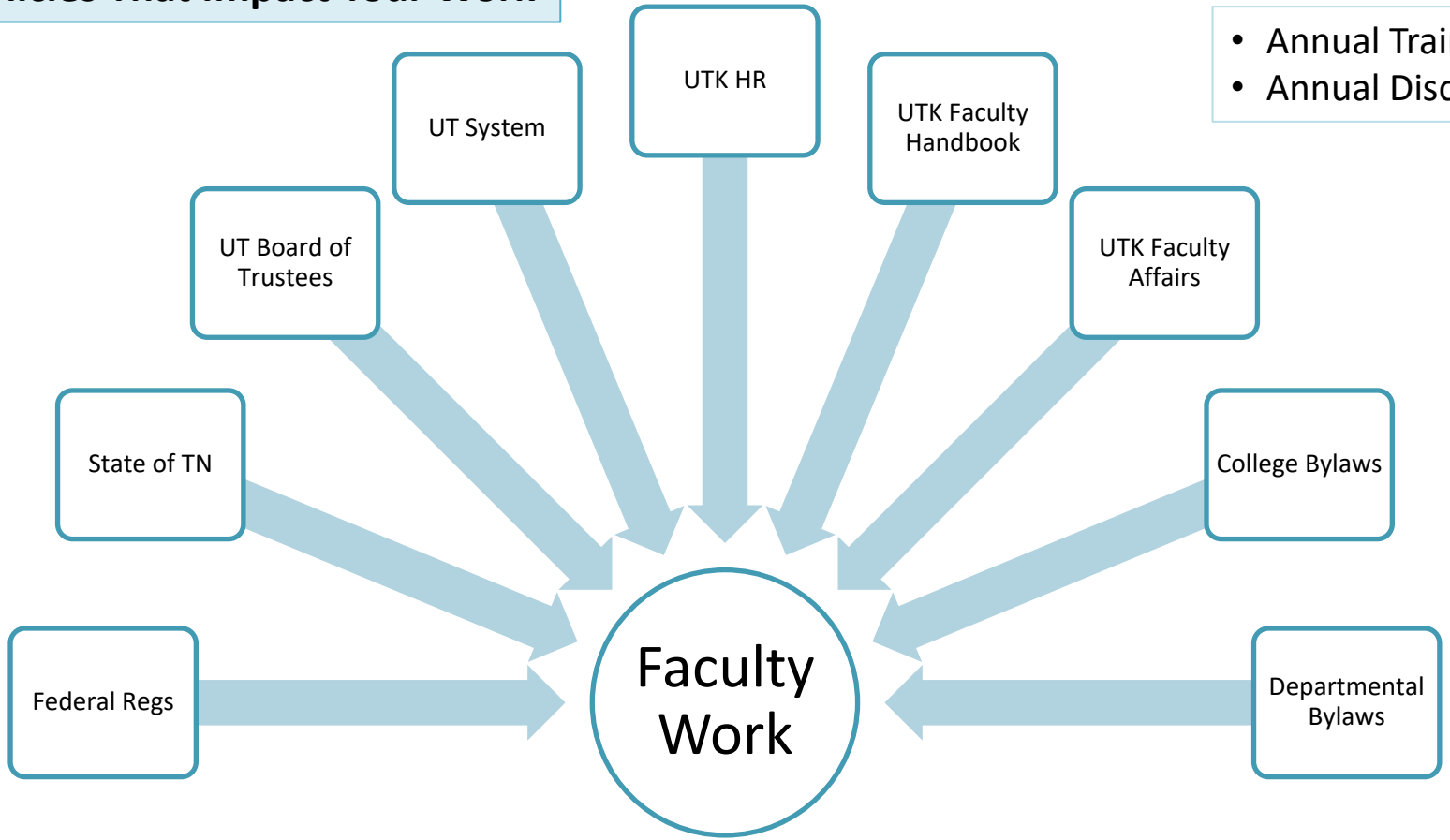
Faculty Development & Advancement

Teaching & Learning Innovation (TLI), Faculty Mentoring, Research Development Academy, etc.

Leadership Development & Support

Some Policies That Impact Your Work

- Annual Training
- Annual Disclosure



Systems & Review Processes (& Acronyms)

System	Review, Promotion, & Tenure (RPT)
Interfolio	• Promotion & Tenure (P&T) • Enhanced Post-Tenure Performance Review (EPPR) • Periodic Post-Tenure Review (PPPR)
Online Faculty Review System (OFRS)	• Annual Performance and Planning Review (APPR) • Improvement Plan (IP) • Retention Review (RR) • Enhanced Tenure-Track Review (ETTR)
Elements	• Faculty Activity Reporting

Canvas, Banner, IRIS, and more!

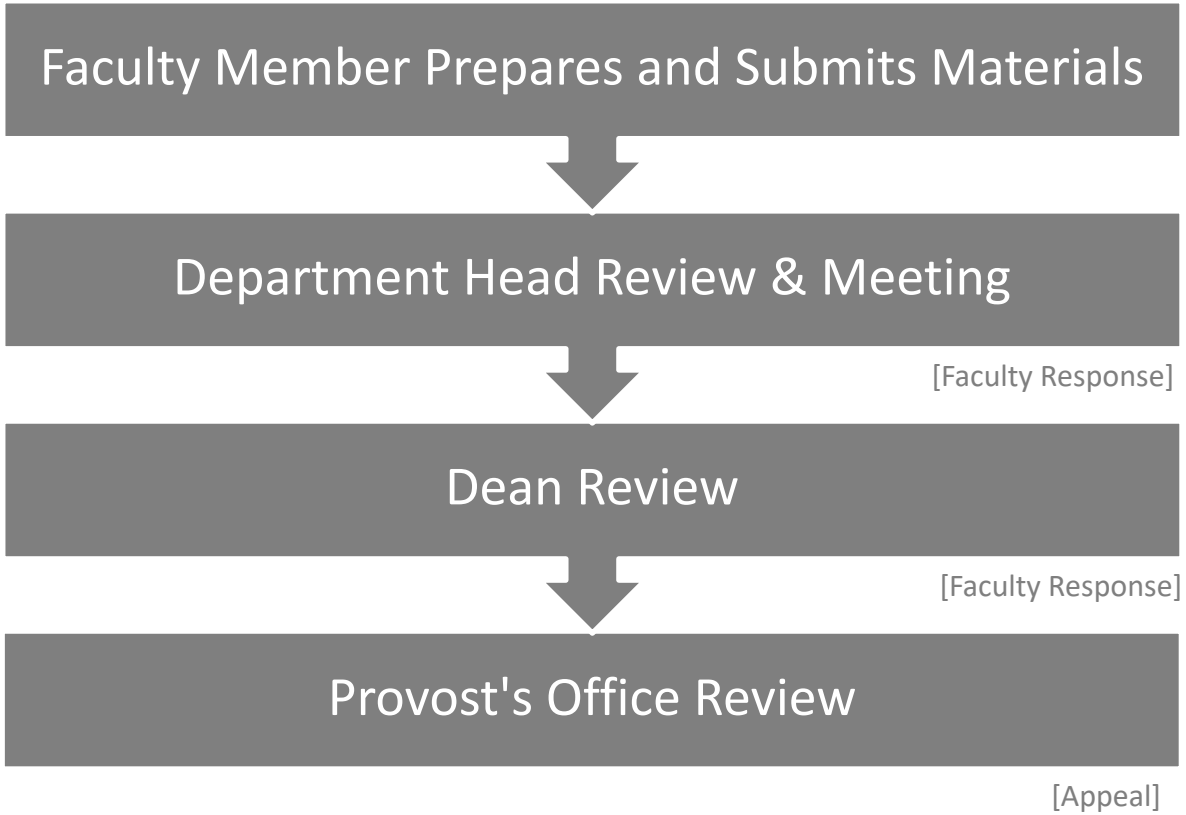
Acronym Test!

	APPR	IP	RR	ETTR	Promo	Tenure	EPPR	PPPR
TTF	✓	✓	✓	✓	✓	✓		
TF	✓	✓			✓		✓	✓
NTTF	✓	✓			✓			

Review, Promotion, & Tenure

	APPR	IP	RR	ETTR	Promo	Tenure	EPPR	PPPR
TTF	✓	✓	✓	✓	✓	✓		
TF	✓	✓			✓		✓	✓
NTTF	✓	✓			✓			

Annual Performance and Planning Review (APPR)



When?

- Tenure-Track Faculty (Fall)
- Non-Tenure Track Faculty (Spring)

What?

- Accomplishment & Goals
- Elements Report
- Other

Performance Labels

- Far Exceeds Expectations
- Exceeds Expectations
- Meets Expectations
- Falls Short of Meeting Expectations
- Falls Far Short of Meeting Expectations

Improvement Plans (IP)

Review, Promotion, & Tenure

	APPR	IP	RR	ETTR	Promo	Tenure	EPPR	PPPR
TTF	✓	✓	✓	✓	✓	✓		
TF	✓	✓			✓		✓	✓
NTTF	✓	✓			✓			

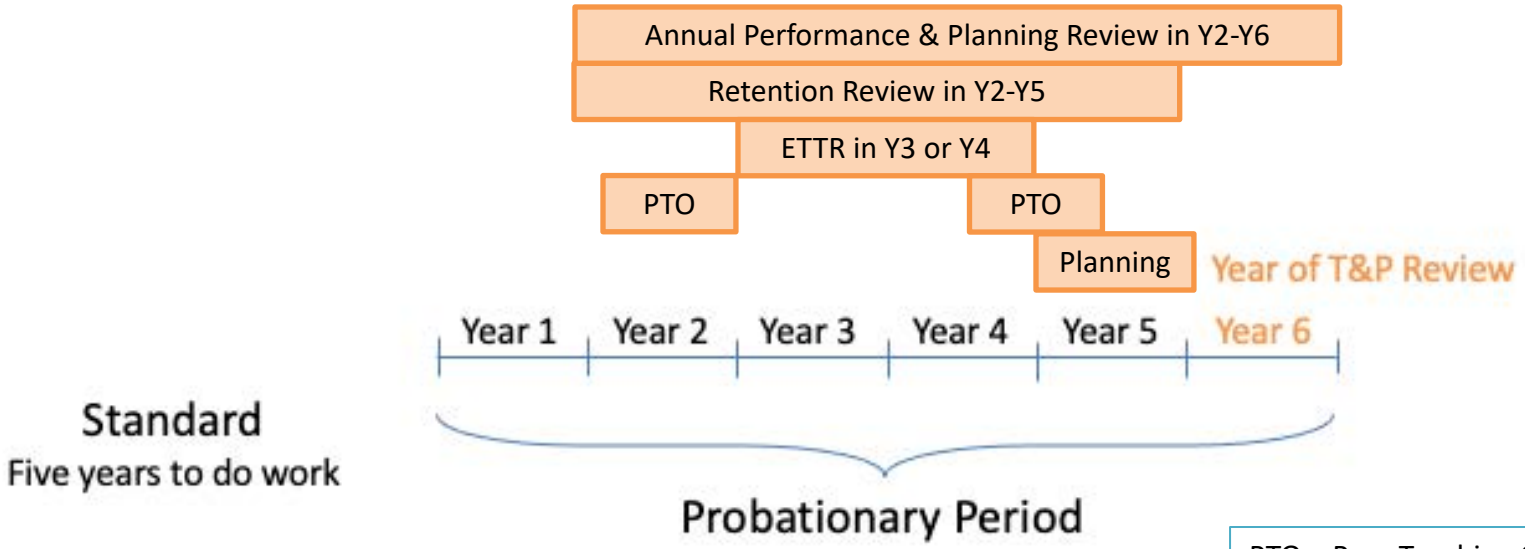
Retention Review (RR)

- Faculty in their ***probationary*** **period (i.e., tenure-seeking)** will have a combined Retention Review and APPR each fall starting with their second probationary year.
- The annual retention review process is designed to ensure that a tenure-track faculty member receives clear and timely feedback from the tenured faculty and the department head about their progress towards tenure.
- All tenured faculty are required to meet and discuss tenure-seeking faculty's progress, vote on retention, and provide qualitative feedback.

Enhanced Tenure-Track Review

- The department and department head will conduct an enhanced tenure track review (ETTR), or mid-cycle review, to assess and inform the faculty member of their progress toward the granting of tenure.
- The ETTR is typically conducted during the faculty member's third or fourth year.

Tenure-Track Faculty Timing



PTO = Peer Teaching Observation

- Two required for tenure application.
- One required for promotion application.

Can go up for full professor after serving five years as Associate Professor.

APPR Sliding Window

Review, Promotion, & Tenure

	APPR	IP	RR	ETTR	Promo	Tenure	EPPR	PPPR
TTF	✓	✓	✓	✓	✓	✓		
TF	✓	✓			✓		✓	✓
NTTF	✓	✓			✓			

NTTF Promotion

Promotion Eligibility	Lecturers Assistant Professors	After serving in rank for 5 years
	Senior Lecturers Associate Professors	After serving in rank for 3-5 years

- Each NTTF will be informed, in writing, of the percentage of effort that they are expected to devote to teaching, service, and research, as well as whether the faculty member's position is contingent upon their ability to secure external funding.
- This information will be provided by the hiring unit to the NTTF at the time of initial appointment and again each time the faculty member is reappointed and forms the basis for annual reviews and promotion.

Review, Promotion, & Tenure

	APPR	IP	RR	ETTR	Promo	Tenure	EPPR	PPPR
TTF	✓	✓	✓	✓	✓	✓		
TF	✓	✓			✓		✓	✓
NTTF	✓	✓			✓			

Systems & Review Processes (& Acronyms)

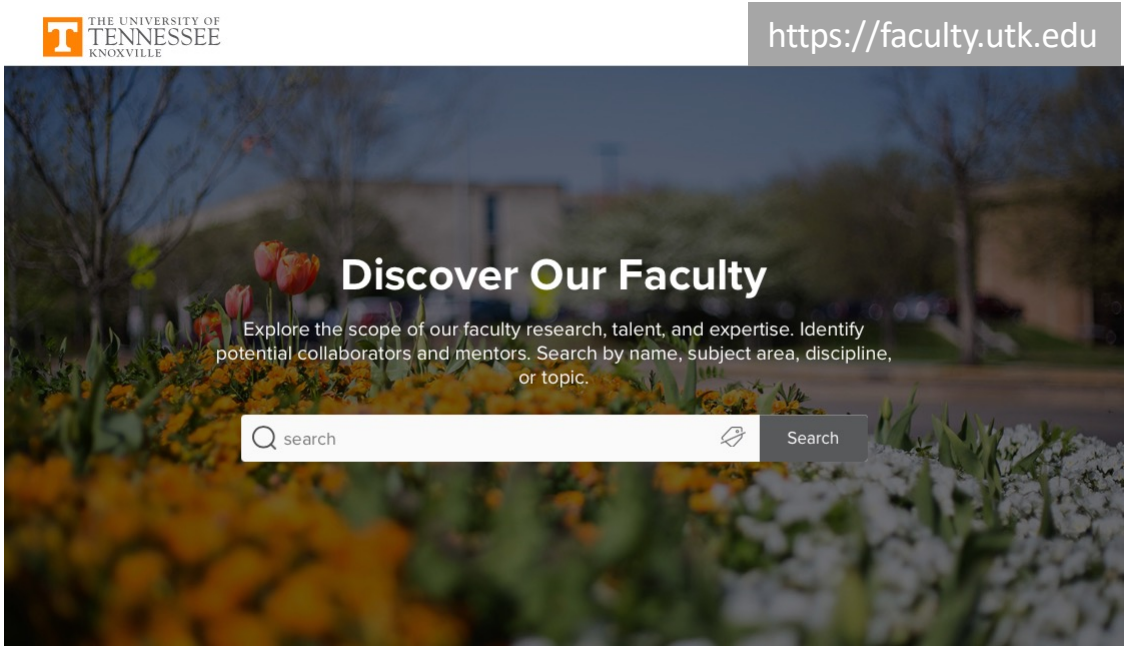
System	Review, Promotion, & Tenure (RPT)
Interfolio	• Promotion & Tenure (P&T) • Enhanced Post-Tenure Performance Review (EPPR) • Periodic Post-Tenure Review (PPPR)
Online Faculty Review System (OFRS)	• Annual Performance and Planning Review (APPR) • Improvement Plan (IP) • Retention Review (RR) • Enhanced Tenure-Track Review (ETTR)
Elements	• Faculty Activity Reporting

Canvas, Banner, IRIS, and more!

What is Elements?

- Elements is the University's faculty activity reporting system.
- Elements serves as the authoritative record of each faculty member's teaching, research/scholarship/creative, and service activities.
- Tenure-track faculty are required to submit an Elements report as part of their Annual Planning and Performance Review (APPR).

Elements Discovery Module



THE UNIVERSITY OF TENNESSEE KNOXVILLE

Faculty Profile

← ALL PROFILES

ABOUT | SCHOLARLY & CREATIVE WORKS | SPONSORED PROJECTS | SERVICE & OUTREACH | TEACHING

Governor's Chair Professor
Arthur Ragauskas

0000-0002-3536-554X

Chemical Engineering

865-974-2042 (Work)
aragausk@tennessee.edu
aragausk@utk.edu (Work)

The University of Tennessee-Knoxville, Department of Chemical and Biomolecular Engineering, Department of Forestry, Wildlife, and Fisheries, 1512 Middle Drive, Knoxville, TN, 37996, USA

Collaboration Network

http://govchairs.utk.edu/arthur-ragauskas/

BIO

Arthur Ragauskas held the first Fulbright Chair in Alternative Energy and is a Fellow of American Association for the Advancement of Science, the International Academy of Wood Science and TAPPI. In 2014, he assumed a Governor's Chair for Biorefining based in University of Tennessee's Department of Chemical and Biomolecular Engineering, with a complementary appointment in the UT Institute of Agriculture's Department of Forestry, Wildlife, and Fisheries and serves in the US Energy and Environmental Sciences Directorate, Biosciences Division, at ORN. His research program is directed at understanding and exploiting innovative sustainable bioresources. This multifaceted program is targeted to develop new and improved applications for natures premiere renewable biopolymers for biofuels, biopower, and bio-based materials and chemicals. His research program has been sponsored by NSF, USDA, DOE, GA Traditional Industry Program, a consortium of industry partners, and several fellowship programs. His Fulbright sponsored activities at Chalmers University of Technology, Sweden were focused on the forest biorefinery and new biofuel conversion technologies for lignocellulosics. He is the recipient of the 2014 TAPPI Gunnar Nicholson Gold Medal Award and the ACS Affordable Green Chemistry award and his students have won several awards, including the ACS graduate research award.

ACADEMIC POSITIONS

- **Professor**
  Georgia Institute of Technology, School of Chemistry and Biochemistry, United States • 2 Jun 2003 - 30 Jun 2014
- **Professor**
  Institute of Paper Science and Technology, Wood Chemistry, United States • 1 Sep 1989 - 1 Jun 2003

NON-ACADEMIC POSITIONS

- **Associate Research Scientist**
  National Research Council of Canada • 2 Jun 1987 - 1 Aug 1989

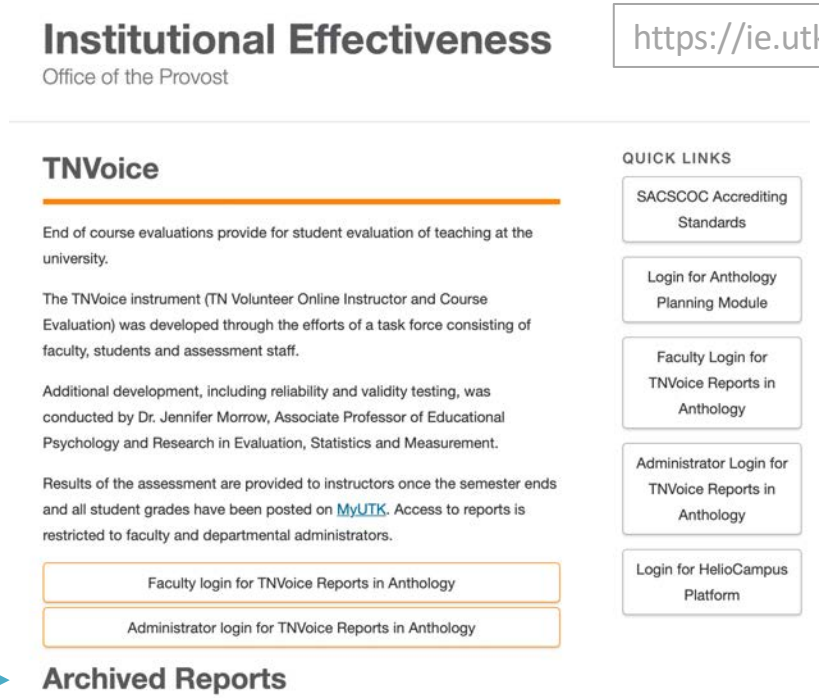
DEGREES

- **Ph.D., Science**
  University of Western Ontario, Canada • 2 Aug 1980 - 2 Jun 1985

Upcoming Workshops
9/6, 11:30-1:00
9/21, 3:30-5:00

TNVoice (Course Evaluations)

https://ie.utk.edu/tnvoice/



Institutional Effectiveness

Office of the Provost

TNVoice

End of course evaluations provide for student evaluation of teaching at the university.

The TNVoice instrument (TN Volunteer Online Instructor and Course Evaluation) was developed through the efforts of a task force consisting of faculty, students and assessment staff.

Additional development, including reliability and validity testing, was conducted by Dr. Jennifer Morrow, Associate Professor of Educational Psychology and Research in Evaluation, Statistics and Measurement.

Results of the assessment are provided to instructors once the semester ends and all student grades have been posted on MyUTK. Access to reports is restricted to faculty and departmental administrators.

Faculty login for TNVoice Reports in Anthology

Administrator login for TNVoice Reports in Anthology

Archived Reports

QUICK LINKS

SACSCOC Accrediting Standards

Login for Anthology Planning Module

Faculty Login for TNVoice Reports in Anthology

Administrator Login for TNVoice Reports in Anthology

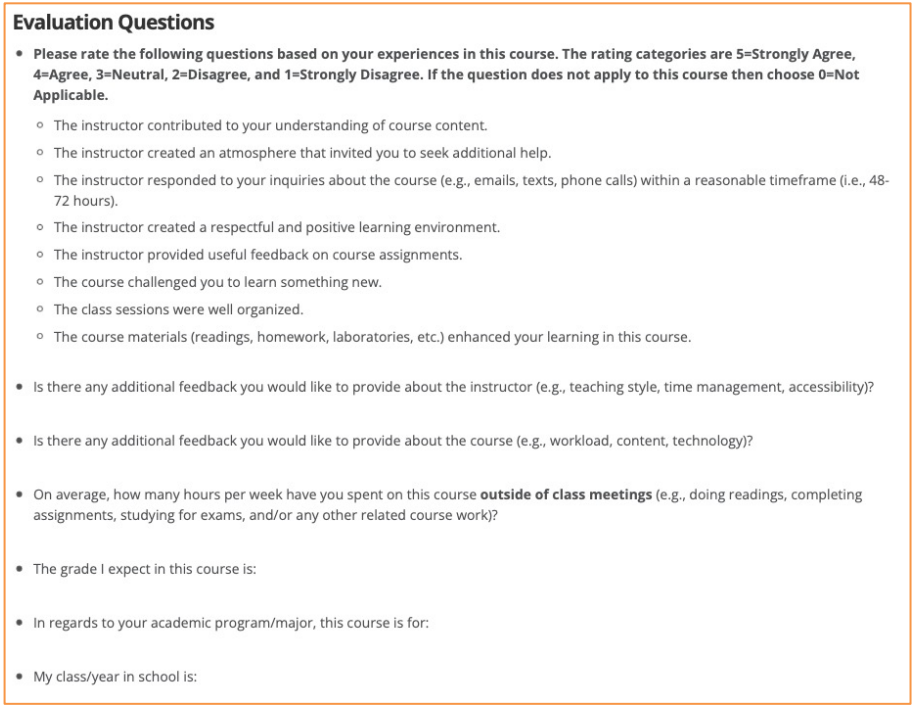
Login for HelioCampus Platform

2016-2023 Anthology

2023 - HelioCampus

Pre-2016 "SAIS" Reports

TNVoice Items



Evaluation Questions

- **Please rate the following questions based on your experiences in this course. The rating categories are 5=Strongly Agree, 4=Agree, 3=Neutral, 2=Disagree, and 1=Strongly Disagree. If the question does not apply to this course then choose 0=Not Applicable.**
  - The instructor contributed to your understanding of course content.
  - The instructor created an atmosphere that invited you to seek additional help.
  - The instructor responded to your inquiries about the course (e.g., emails, texts, phone calls) within a reasonable timeframe (i.e., 48-72 hours).
  - The instructor created a respectful and positive learning environment.
  - The instructor provided useful feedback on course assignments.
  - The course challenged you to learn something new.
  - The class sessions were well organized.
  - The course materials (readings, homework, laboratories, etc.) enhanced your learning in this course.
- Is there any additional feedback you would like to provide about the instructor (e.g., teaching style, time management, accessibility)?
- Is there any additional feedback you would like to provide about the course (e.g., workload, content, technology)?
- On average, how many hours per week have you spent on this course **outside of class meetings** (e.g., doing readings, completing assignments, studying for exams, and/or any other related course work)?
- The grade I expect in this course is:
- In regards to your academic program/major, this course is for:
- My class/year in school is:

- Response Rates
- Evaluation Bias
- Holistic Review

Peer Review of Teaching

- Two required for tenure and promotion.
- One required for second promotion.
- Guidelines and protocols determined by departments and colleges.
- Talk with your department head and faculty mentor about a timeline for scheduling these.

Academic Freedom

- We will protect our faculty's academic freedom.
- We believe that viewpoint diversity and debate are essential to a UT education.
- We are committed to diversity and engagement.
- We value a culture of respect and open dialogue on campus.

Faculty Leave

(Some) Types of Leaves

Managed by HR

- Family and Medical Leave
- Annual and Sick Leave
- Parental Leave
- Funeral and Bereavement Leave
- Military Leave
- Service Leave
- …

*Appointment Length (12-month, 9-month) determines some benefits.

Managed by Faculty Affairs

- Faculty Development Leave
- Educational Leave of Absence
- Faculty Modified Duties Assignment
- Parental Modified Duties Assignment

Faculty Development & Advancement

Faculty Mentoring

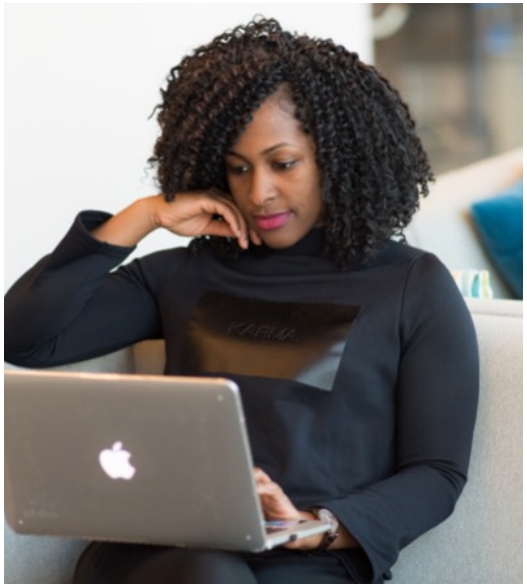
- First Year Faculty Mentoring Groups
- Faculty Mentoring Certificate Program

Research Development Academy

The Research Development Academy (RDA) focuses on empowering tenure-track faculty to advance their own scholarly agenda in research, scholarship, and/or creative activities in a collegial environment with supportive guidance.

The NCFDD is a nationally-recognized, independent organization that provides online career development and mentoring resources for faculty, staff, graduate students, and post-docs. NCFDD's programs can help faculty increase writing productivity, establish and maintain work-life balance, and create broad networks of collegial support on campus.

Faculty Success Program



- Set achievable personal and professional goals that align with your institution's priorities and your own values.
- Create a realistic and concrete plan to meet your goals.
- Establish and maintain a healthy and sustainable daily writing habit.
- Develop a publication portfolio that will exceed your institution's criteria for promotion.
- Better manage your time spent on teaching, service, research, and writing so that it aligns with your goals.
- Identify obstacles that are holding you back and strategies to move through them.
- Prioritize your physical and emotional health.

Scholarship Program: https://provost.utk.edu/ncfdd/faculty-success-program/

Additional Opportunities

- Faculty Affairs workshops
- Faculty Women of Color in the Academy Conference
- Community Engagement Academy (DDE)
- Inclusive Teaching Certificate (TLI)
- Office of Research Faculty Development Programs & Workshops

Faculty Community

FALL FACULTY EVENTS

Coffee & Conversation

September 12
8–9 AM

October 18
8–9 AM

November 17
8–9 AM

Enjoy free coffee and breakfast snacks.

Faculty Pub

August 31
4–7 PM

October 19
4–7 PM

December 7
4–7 PM

Enjoy free heavy hors d’oeuvres and a cash-only bar.

Mic/Nite

November 16

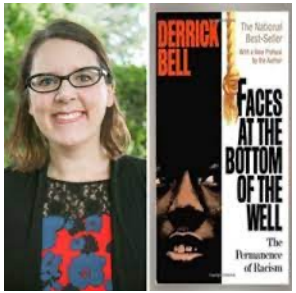
Social Hour 5:30 PM

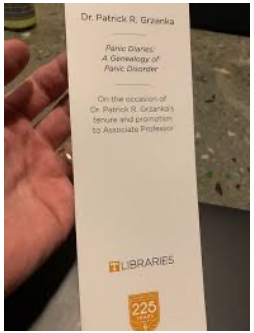
Presentations 6:30–8:30 PM

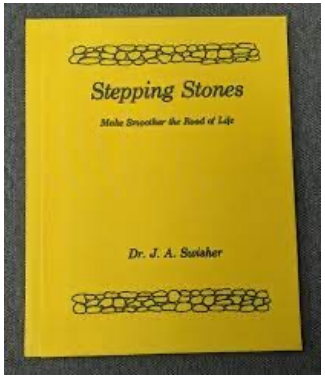
Relix Variety Theatre

Enjoy free pizza and a cash-only bar.

Faculty Bookplate Reception







Co-sponsored by the Office of the Provost and UTK Libraries, this event honors faculty promotions.

Webpage Tour

https://provost.utk.edu/facultyaffairs/

Thank you & Welcome!

THE UNIVERSITY OF TENNESSEE KNOXVILLE

Tabletop Chat

THE UNIVERSITY OF
TENNESSEE
KNOXVILLE

Tabletop Chat

Introductions

- Name, Position, Department
- Where did you live before coming here?

What are you most excited about in the upcoming academic year?

What are you most nervous about?

What question do you have right now? (tiny.utk.edu/chat)