

**Motions for Policies and Procedures for Faculty Development
(approved by the Faculty Senate on April 1, 2016)**

MOTIONS

1. The Tenured Faculty Performance Review Committee moves that the Faculty Senate establish a “Policies and Procedures for Faculty Development” Committee to recommend to the Faculty Senate policies and procedures for the implementation of Professional Development Discussions (PDDs) as outlined in Section 1 below.
2. The Tenured Faculty Performance Review Committee moves that the Faculty Senate establish a “Policies and Procedures for Faculty Development” Committee to recommend to the Faculty Senate policies and procedures for the implementation of Job Responsibility Discussions (JRDs) as outlined in Section 2 below.
3. The Tenured Faculty Performance Review Committee moves that the Faculty Senate establish a “Policies and Procedures for Faculty Development” Committee to recommend to the Faculty Senate policies and procedures for the implementation of Peer-to-Peer Conversations (PPCs) as outlined in Section 3 below.

SECTION 1: Professional Development Discussions (PDDs)

Faculty members can sometimes benefit from professional development opportunities. A Professional Development Discussion (PDD) is a discussion between a faculty member and the administrative head of his or her academic unit to explore professional development opportunities. A PDD may be initiated in three ways.

Option 1A: A faculty member may request a PDD with the administrative head of his or her academic unit for the purpose of requesting resources for professional development. Any proposed changes in professional development activities and resources would be negotiated to the satisfaction of both the faculty member and the administrative head.

Option 1B: The administrative head of an academic unit may request a PDD with a faculty member for the purpose of proposing professional development activities and resources. Any proposed changes in professional development activities and resources would be negotiated to the satisfaction of both the faculty member and administrative head.

Option 1C: Following three consecutive years of annual reviews that have explicitly labeled a faculty member’s performance unsatisfactory, the administrative head of the academic unit may require that a faculty member engage in a PDD. The administrative head will first attempt to negotiate appropriate professional development activities with the faculty member to the satisfaction of both parties. If a mutually agreeable resolution cannot be reached after negotiation the administrative head may mandate specific professional development activities. If the faculty member objects to mandated professional development activities, the faculty member may file a grievance following the grievance procedures of the University.

SECTION 2: Job Responsibility Discussions (JRDs)

The interests and abilities of faculty members can change as they progress through their careers. Correspondingly, the needs of an academic department can change after a faculty member is hired. As a result, it can be beneficial to both faculty members and academic units to alter the job responsibilities of faculty members as both faculty members and academic units proceed along their corresponding paths. A Job Responsibility Discussion (JRD) is a discussion between a faculty member and the administrative head of his or her academic unit to explore a shift in the faculty member's job responsibilities. A JRD may be initiated in three ways.

Option 2A: A faculty member may request a JRD with the administrative head of his or her academic unit. Any proposed changes in the faculty member's job responsibilities would be negotiated to the satisfaction of both parties (and approved by the Dean).

Option 2B: Following three consecutive years of annual reviews that have explicitly labeled a faculty member's performance unsatisfactory, the administrative head of the academic unit may require the faculty member to meet to engage in a JRD. The administrative head will first attempt to negotiate with the faculty appropriate changes in jobs responsibilities that are satisfactory to both parties. If a mutually agreeable resolution cannot be reached after negotiation the administrative head may mandate specific changes in job responsibilities. Any negotiated or mandated changes in job responsibilities must be approved by the Dean. If the faculty member objects to mandated changes in professional responsibilities, the faculty member may file a grievance following the grievance procedures of the University.

SECTION 3: Peer-to-Peer Conversations (PPC)

Peers can often offer valuable insights into a faculty member's past performance and blueprint for future work in the areas of scholarly/creative, teaching, and service contributions. A Peer-to-Peer Conversation (PPC) is designed to provide such collegial feedback. PPCs are also intended to encourage a culture of faculty collaboration, interdisciplinary exchange (when appropriate), and intentional faculty development over a faculty member's career. The conversation in a PPC is to remain confidential and may not provide input into personnel decisions including decisions about pay or job responsibilities. Each academic unit is required to establish policies and procedures for its PPCs.