

To: All Faculty

From: R. Lorraine Bernotsky, Executive Vice President and Provost
M. Rimple, President, Local APSCUF

Cc: Deans, Academic Department Contacts

Re: Conflict of Interest – Evaluations, Tenure, and Promotion (**Reaffirmed 2019**)

Based on the Collective Bargaining Agreement and the Tenure and Promotion Policies, the following principles have been developed so as to reduce the potential for a conflict of interest surrounding faculty evaluations and the tenure and promotion processes:

- No faculty member can do their own evaluations.
- A faculty member in the promotion process (Year 1 or Year 2) may not serve on TeP.
- The APSCUF President or Grievance Chair may not, during the term of his/her office serve on TeP.
- Department chairs are considered faculty and are bound by the same constraints.
- A Faculty Member or Chair going up for promotion - should not serve on department committees evaluating another faculty member for promotion (a substitute chair would need to be selected.)
- A Faculty Member or Chair going up for promotion may serve on department committees evaluating another faculty member for the probationary period (years 1-4).
- A Faculty Member or Chair going up for promotion – may do evaluations for: *tenured faculty 5th year – who are not on the faculty member's or chair's evaluation committee, and regular part-time, or temporary faculty.*
- An *untenured* Faculty Member or Chair – should not evaluate other tenured or tenure track faculty members (no probationary evaluations, no tenure recommendations, no promotion recommendations, and no tenured faculty 5th year evaluations.)
- An *untenured* Faculty Member or Chair – may evaluate temporary or regular part-time faculty.
- A Faculty Member or Chair (tenured) having their 5th year evaluation - should not evaluate any faculty member who is on their evaluation committee.
- A tenured faculty member/chair having their 5th year evaluation may evaluate tenure track probationary faculty and do tenure and promotion recommendations.
- Consistent with the CBA, no faculty member or Chair may observe, evaluate, or make a recommendation for retention, tenure, promotion, or sabbatical for him/herself or a member of his/her family household.

This policy may create difficult circumstances, especially in small departments. APSCUF and the Provost will review appeals on a case by case basis.

Effective beginning Fall, 2008. Revised Fall 2014. **Reaffirmed Fall 2019.**