

1.1.5.8 Committee on Evaluation and Multi-year Appointments

A. Purpose and Function

The Committee on Evaluation and Multi-year Appointments is charged with the evaluation and affirmation of faculty achievement in teaching, scholarship, and service as related to evaluation and multi-year appointments by applying policies stated elsewhere in this Handbook (Sections 2.3-2.6). The Committee maintains standards for faculty excellence with a consistency and objectivity that enable the University to fulfill and enhance its educational mission.

Procedures for evaluation and multi-year appointments are established by the Provost/Vice President for Academic Affairs in consultation with the Committee and are available through the Academic Affairs Office. The Committee reviews annually evaluations for all probationary faculty, as well as all applications for multi-year appointments. The Committee makes its recommendations to the President through the Provost/Vice President for Academic Affairs. The Committee also reviews policy and recommends procedures regarding faculty evaluation.

B. Membership

Membership consists of seven regular-ranked faculty (no more than two of whom shall represent any one Academic Program of the University), including only faculty with the rank of Assistant, Associate, or Full Professor. Faculty may not serve on both the Committee on Faculty Promotion and the Committee on Evaluation and Multi-year Appointments during the same time period. Two alternates who are regular-ranked faculty are also elected by the Faculty Senate. The convener of the Committee is selected according to the guidelines in Article X of the Bylaws of Heritage University Faculty Senate. The Chair is elected by the members at the first meeting of the academic year. There is no restriction on the number of consecutive terms a member may serve.

C. Attendance

All members of this Committee, including alternates, should attend every meeting, except when the Committee is voting on applications of faculty for promotion and/or multi-year appointments, in which case all full members and only those alternates acting as official substitutes should be present.

After two consecutive unexcused absences, an elected member will be replaced by an alternate who will complete the term.