

Longwood University Faculty Senate
PROPOSAL/POLICY COVER SHEET

This cover sheet is intended to provide information to members of the Faculty Senate about a new proposal/policy or about revisions to an existing proposal/policy. **If you are proposing a new policy, then attach the text of the policy to this form. If you are proposing a change to an existing policy, then attach the text of the current policy with any deleted language marked by a strikethrough and with new language marked by an underline. If you are deleting a policy, then attach the text of the policy to be deleted.**

COMMITTEE(S) that authored or sponsored this proposal: Academic Chairs Council

TOPIC: Timeline for part-time faculty evaluations

BACKGROUND (Provide a brief statement describing the origins of this proposal, the nature of the problem it addresses, and the work completed to devise the proposal): After our recommendation from SACS-COC regarding faculty evaluation, one way to address the need to follow our own policies was to make them clearer. In order to ensure that part-time faculty are evaluated consistently, ACC discussed the changes to the part-time faculty evaluation timeline at its April 8 meeting. The committee was unanimous that this change in timeline was an improvement from the old policy.

SUMMARY OF NEW POLICY OR PROPOSED CHANGES OR DELETIONS TO AN EXISTING POLICY (Provide a brief list or statement describing the content of the policy or the proposed changes or deletions): **Each adjunct faculty member will be evaluated every academic year in the first semester (fall, spring, or summer, in that order) that she/he teaches.**

RATIONALE FOR THE POLICY OR PROPOSED CHANGES (Provide a brief statement as to why the new policy, the changes, or the deletion is needed): **The current policy states that part-time faculty are evaluated in their first semester of employment and in alternating semesters of employment afterwards. This has led to situations where adjunct faculty who teach only one semester per year are evaluated every two years, which has caused confusion when a new chair arrives. Adjuncts who teach only during the summer have in the past been missed as well because they don't teach during the regular academic year. The changes will ensure that adjunct faculty are evaluated in a more consistent manner and make it easier to follow the recommendation put forth by SACS-COC.**

Date submitted to Senate Executive Committee for Consideration: _____

Action(s) Taken:

Date first read at Faculty Senate: _____

Action(s) Taken:

Date final action taken by Faculty Senate: _____

Final action(s) Taken: