

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:  
Cormier Honors College Advisory Committee

**TOPIC:**  
Honors Faculty Promotion Review Process

**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):  
The current approach of how Honors Faculty are reviewed by a joint committee was discussed by the CHC Advisory Committee. Because this committee consists of faculty from multiple departments already, streamlining the aspects of Honors Faculty review was advised. Current Honors Faculty were consulted about this proposed change, and they also approved.

**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):

The proposed changes focus on having promotion review for Honors Faculty occur with a group of three tenured faculty on the CHC Advisory Committee, as opposed to a separate joint committee. The proposal also changes the composition of the CHC Advisory Committee to ensure three tenured faculty members serve on it. This proposal asks to edit the following sections of the FPPM: Section III.K.2 and Section VI.R.

**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 proposed changes to promotion review seek to create a system of promotion review that: (1) weaves in the mission and efforts of the Cormier Honors College Advisory Committee, a faculty senate committee; (2) provides an interdisciplinary review of the lecturer's portfolio; and (3) consists of tenured faculty members.

**Routing information and signature lines:**

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:  
Action(s) Taken:  
Senate Chair: \_\_\_\_\_

Date submitted to the PVPAA (within 5 working days of Senate approval):  
Action(s) Taken:  
PVPAA: \_\_\_\_\_  
Date: \_\_\_\_\_

Date submitted to other administration:  
Action(s) Taken:  
Administrator: \_\_\_\_\_  
Date (within 15 working days of PVPAA's signature): \_\_\_\_\_

Date submitted to the Board of Visitors:

# Proposed FPPM Changes For Honors Faculty Promotion Review Process (Spring 2022)

Section III.K.2 of the FPPM:

## **2. Evaluation and Review of Honors Faculty**

Because of the extensive teaching and service in the CHC, Honors Faculty are evaluated jointly by the appropriate department chair and the Dean of the CHC, both of whom should sign the annual evaluation. Criteria for evaluation will be maintained by both the department chair and the Dean of the CHC, and the Honors Faculty and the appropriate College Dean also will have copies of the evaluation criteria.

As lecturers, Honors Faculty may be eligible for promotion to senior lecturer. In order to review effectively the qualifications and achievements of the faculty member, ~~a joint an inter-~~  
~~departmental~~ promotion and tenure committee will be formed. The committee should consist of three members of the full-time tenured faculty of the Cormier Honors College Advisory Committee, at least one of whom is in the same discipline as the faculty member, and a majority of whom have experience teaching in the CHC. This committee will function according to the procedure and timelines outlined in Section III. U., Section III. V., and Section IV. B. of the FPPM~~for the appropriate department promotion and tenure committee and according to appropriate department guidelines, as outlined in the FPPM and the department's by-laws.~~

## R. CORMIER HONORS COLLEGE ADVISORY COMMITTEE

1. **Purpose and Duties:** It is the responsibility of this committee to advise the Dean of the Cormier Honors College and assist with the Honors Faculty promotion process.
2. **Membership:** 2 faculty representatives CCCAS; 1 CBE; 1 CEHHS; 2 at-large; 3 students
3. **Ex-officio Members:** Dean and ~~Assistant Dean~~ Senior Director
4. **Tenure Restrictions:** At least 3 faculty members with tenure~~None.~~
5. **Departmental Restrictions:** None.
6. **College Restrictions:** See above.
7. **Other Restrictions:** None.
8. **Term of Office:** 3 year staggered terms.
9. **Method of Selection:** Appointed by the Executive Committee of the Faculty Senate in consultation with the Dean of the Honors College.
10. **Chair:** Dean of Honors College.
11. **Reporting Route:** To the Faculty Senate.