

THE UNIVERSITY OF NORTH CAROLINA AT ASHEVILLE  
FACULTY SENATE

Senate Document Number 4512S

Date of Senate Approval 03/15/12

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Statement of Faculty Senate Action:

**FWDC 8:                   Dean's Evaluation of Program Directors**

**Effective date:** Immediately

**Summary:**

This document changes the Dean who gives the final evaluation of Program Directors from the Dean who oversees the faculty member's home department to the Dean who oversees the program.

**Rationale:**

Program Directors typically devote more than half of their time to administrative work, teaching, and scholarship relating to their program. The Dean who oversees the program is in a better position to evaluate the totality of a Program Director's work than the Dean who oversees the home department of the Program Director. The Chair of the home department will continue to provide the initial recommendation, honoring the primary appointment of the Program Director. The Provost remains the appeal for all faculty who disagree with their annual merit evaluations.

**Revised Faculty Handbook 3.4.2.5a:**

5 a. The Faculty Record, with Chair's Evaluation, is submitted to the appropriate Dean. [For Program Directors, this should be the Dean who oversees the program rather than the Dean who oversees the home department.] The faculty member has the right to submit a written appeal of the Chair's Evaluation to the Dean or to request a meeting to discuss it. By September 15, after reviewing the documents and any other pertinent information, the Dean determines both the final evaluation and salary recommendation and reports it, with written explanation, to the faculty member and the Chair. Within ten days, the faculty member may submit a written appeal to the Provost and VCAA for reconsideration of the final evaluation. The entire process is to be completed no later than October 1.