

THE UNIVERSITY OF NORTH CAROLINA AT ASHEVILLE

FACULTY SENATE

Senate Document Number 9018S

Date of Senate Approval 05/03/18

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Statement of Faculty Senate Action:

**FWDC 15: Clarification in Annual Evaluation**

**Effective date:** Immediately

**Summary:** This document clarifies the annual evaluation process in two ways:

- a) Provides guidance for ratings in the three areas of faculty activity, and
- b) Clarifies the process for selection of faculty members rated as Exceptional.

**Rationale:**

- a) While the titles of each category are largely self-descriptive, and subjective judgment will always be employed in assigning categories, many faculty members have asked for guidance, particularly for knowing the difference between “exceeds expectations” and “significant accomplishments.” We believe that this non-prescriptive language provides a framework for evaluators to support their ratings while still allowing for them to exercise their judgment.
- b) Simply a clarification that the criterion described in the faculty handbook is necessary but not sufficient for a rating of Exceptional, which is limited, requiring the recommendation of the appropriate program area Dean and concurrence by the Provost in addition to meeting the minimum criteria stated in the handbook.

**Revise 3.4.3 as follows:**

**3.4.3 Merit Evaluation Categories (SD5713S SD2412S)**

Each category of faculty activity is evaluated relative to minimum expectations, as defined in Section 3.3.3. The rating of exceeds expectations is awarded to those whose accomplishments clearly surpass those minimum expectations, while the rating of significant accomplishments should be reserved for those faculty members whose activity clearly exceeds department and university norms or whose performance shows notable improvement over that of prior years.

The following categories will be used in evaluating the work of faculty members in annual evaluation:

**Below Standard:** This category is for faculty members who do not meet minimum expectations in either teaching, scholarship and scholarly or creative activity, and/or service, as defined in Section 3.3.3. Faculty members in this category are not eligible for merit-based salary increases.

**Standard:** For faculty members who are fulfilling their job responsibilities by being effective teachers and meeting minimum expectations in scholarship and scholarly or creative activity and service, as defined in Section 3.3.3, as well as in any administrative assignment.

**Accomplished:** For faculty members who have significant accomplishments in at least one area of faculty activity or exceed expectations in three areas; in either case, the faculty member must fulfill expectations in all other areas, including any administrative assignment.

**Superior:** For faculty members who have significant accomplishments in teaching and in at least one other category of faculty activity, including any administrative assignment.

**Exceptional:** This designation is given to a very small number of faculty members (typically no more than 4 per program area) selected by each program area dean and will be granted only in consultation with the Provost. An exceptional rating may be granted only to faculty members who have significant accomplishments in all areas of faculty activity or who have significant accomplishments in teaching and an extraordinary accomplishment in scholarship and scholarly or creative activity or service.

A faculty member with Professional Development Leave, an endowed Professorship, or any other assignment which removes him or her from any teaching responsibilities will be expected to have correspondingly greater accomplishments in scholarship and scholarly or creative activity and/or service to compensate for a lighter teaching load.