



Academic Personnel Policy Committee

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THE UNIVERSITY OF ARIZONA®
ACADEMIC PERSONNEL POLICY COMMITTEE

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APPC Annual Report 2017-2018

APPC Members:

Ronald Hammer, Basic Medical Science (6/16-5/18) **CHAIR**
Roger Dahlgran, Agricultural/Res Economics (6/10-5/18)
Moisés Paiewonsky, Music (11/10-5/18)
Daisy Pitkin, Honors College (1/08-5/18)
James Sheldon, GPSC (9/16-5/18)
Brad Story, Speech, Language & Hearing Science (7/10-5/18)
Richard Vaillancourt, Pharmacology (6/14-5/18)
Lilly Weyers, ASUA (8/16-5/18)
John P. (Pat) Willerton, School of Gov't/Public Policy (6/10-5/18)
Jerome Wilson (Keaton), Postdoc (11/17-5/18)

**APPC will have met 5 times during the 2017-2018 year
to review a variety of issues/policies as summarized below.**

9/11/17 Action Item: Proposed guidelines for track changes proposal.

Proposed by: Vice Provost Tom Miller.

Summary: Proposed guidelines for track changes from career-track (CT) to tenure-eligible (TE) or continuing-eligible (CE) appointments were reviewed. APPC members thought that the initial draft did not require sufficient review by faculty for CT faculty transferring to TE or CE status. Revised language was proposed to ensure that department- and college-level faculty review is included. APPC Chair worked with Vice Provost Miller to revise the Guidelines.

10/13/17 Action Item: Transfer from CT to TE or CE, non-competitive selection policy.

Proposed by: Vice Provost Tom Miller.

Summary: Proposed guidelines for track changes from CT to TE or CE appointments were revised to require review by both departmental and college P&T committees in most cases. The only exception is that college-level peer review may not be required if the review needs to be expedited. The APPC also discussed whether track transfer from CT to TE or CE position should require a search or external letters. UHAP 2.06.14 section 7 states that advancement to a higher title does not require external letters to support the change, and the APPC thought that this provides a reasonable explanation for why submission of only dossier sections 1, 2, 3, 4, 5,

6, and 11 (no external letters) should be required. A discussion followed of issues surrounding the noncompetitive selection policy (UHAP 2.06.14).

1/19/18 Action Item: UHAP 2.06.14 – Noncompetitive Selection Policy

Proposed by: APPC Chair Hammer.

Summary: UHAP 2.06.14. Section 2c states that “individuals may be hired without competitive recruitment if they are named in a new employee’s letter of offer.” The APPC members thought that this policy overlooks the process of determining the faculty rank of such named individuals. The APPC proposed that professorial appointments should require the full review process as outlined in Chapters 3.3.02/03 for promotion. Exceptions can be made only by approval of the Office of the Provost, wherein college-level peer review may not be required if the review must be expedited due to time constraints.

Vote Tally: The Committee voted unanimously to move forward with this policy change. However, further action is deferred pending additional research to ensure that the policy is consistent across campus.

3/29/18 Action Item: UHAP 2.11 – University Policy on Instructional Materials,

Proposed by: Student Affairs Policy Committee

Summary: The APPC considered the proposed draft revision to the Policy on Instructional Materials. Minor revisions were suggested including limiting minimization to material conflicts of interest. The proposed revisions were returned to the Student Affairs Policy Committee Chair.

Action Item: UA policy revisions on Paid Parental Leave, Rehire, and Compassionate Transfer of Leave.

Proposed by: Vice President Vaillancourt, Human Resources

Summary: The proposed changes in these policies were endorsed by APPC. A question was raised regarding whether 9-month faculty who do not accrue vacation are eligible for Compassionate Transfer of Leave; they are not.

Vote Tally: The Committee voted unanimously to approve the proposed policies.

Action Item: UHAP 7.01 – Professional Conduct Policies.

Proposed by: Vice President Vaillancourt, Human Resources

Summary: A recent draft of UHAP Section 7.01 – Professional Conduct was reviewed. The APPC is generally pleased with the revised Section which adds breadth and detail to our responsibilities. Additional revisions will be made to this chapter before returning to Faculty Senate for additional consideration.

4/20/18 Action Item: Revisions to UHAP 3.2 Annual Performance Reviews of Faculty

Proposed by: Vice Provost Tom Miller.

Summary: The proposed revisions provide more flexibility for departments in the use of “peer” reviewers, which the APPC applauds. The APPC is concerned that the terminology “peer” review might imply external peer reviews of scholarship, when what is meant is review by department faculty colleagues. The APPC suggests that a definition be added, such as: “The assessment of performance will include an evaluation by both **a peer review committee typically consisting of faculty colleagues** in the department, program, or instructional unit and the immediate administrative head.” In addition, the APPC thought that the unit mission also should be considered, for example: “The immediate administrative head, working with the peer review committee, evaluates the faculty member on the basis of information provided by the

faculty member, peer evaluators, students, **unit priorities**, and such other information as is available..." These revisions were submitted to Vice Provost Miller by the APPC Chair.

Action Item: Proposed Revisions to Faculty Titles and Promotion

Proposed by: Vice Provost Tom Miller.

Summary: The APPC recognized that there might be confusion in the proposed revision to UHAP 3.3.03 as to whether this change applies to clinical faculty in ALL colleges or only the colleges of medicine. These revisions were vetted by faculty in the colleges of medicine, but the APPC proposes to survey other colleges with clinical faculty to ensure that they are aware and agree with the proposed revisions on: a) lack of Provost review, and b) the use of a new format clinical dossier, for career-track clinical faculty appointments and promotions.

Respectfully submitted,

A handwritten signature in black ink, appearing to read "Ron Hammer". The signature is fluid and cursive, with a long horizontal stroke at the end.

Ronald Hammer
Chair, APPC