REPORT FOR THE UNIVERSITY SENATE

University Senate Committee: Academic Staff Personnel Committee

Brief History of Issue - why the issue is being considered:

The Faculty and Academic Staff Rules and Procedures (FASRP) is vague as to when the application for promotion can occur for Administrative and Professional Academic Staff members applying for the senior prefix level. This has led to confusion and inconsistency in promotion applications. This change to the FASRP clarifies and makes consistent the application timeline for Administrative and Professional Academic Staff and Instructional and/or Research Academic Staff. It also moves up the deadline to submit a promotion application request in order to ensure that enough time is available for the promotion application process.

Points Discussed by Committee:

- Promotion procedure has been applied inconsistently due to the vagueness of current policy that leaves room for interpretation.
- Clarifying the timeline for APAS promotion would lead to less confusion and more-consistent application of the procedure.
- Bringing both APAS and IAS/RAS timeline into consistency would reduce confusion in application processes.
- In December 1992, University Senate voted to approve a change in language in the FASRP from five to seven years required for the senior prefix designation. Minutes from ASPC committee meetings and the Senate provide no further information into the rationale for this change.
- The seven year requirement for promotion does not appear to come from state statute (UWS 10). Seven years is specified in regard to maximum length of probationary status, but that does not seem relevant to the promotion discussion.
- The deadline to submit a promotion application request leaves little time for DPCs and supervisors to conduct necessary evaluations and gather the necessary materials for the promotion application.

Pros of Recommendation:

- Clearer and more-consistent application of promotion procedure for APAS and IAS/RAS applying for promotion and for administrators processing applications.
- This change would give sufficient time for the DPCs, supervisors and employees to gather appropriate materials and conduct necessary evaluations during the promotion application process.

Cons of Recommendation:

- None that we can see
Technology/Human Resource Impact:
- Update to the Faculty and Academic Staff Rules and Procedures

Committee Recommendation:
To pass the revised language for the promotion procedure for academic staff, for implementation at the next publish date of the FASRP.
A professional at the senior level performs program functions at a level of proficiency typically requiring advanced knowledge and skills and extensive experience (a minimum of seven years in the position or in a comparable position) gained through employment at UW-Eau Claire and/or other educational settings. At this level the professional has a consistent record of exemplary performance. A senior professional is expected to develop new approaches, methods, or techniques to resolve problems with little or no expert guidance and to cope independently with new, unexpected, or complex situations. At this level, a professional can be expected (but not required) to guide or train other professionals within or outside of their work unit or to oversee their work. (US 12/92, 3/15)

Effectiveness in the position; contributions to the development and strengthening of the areas of responsibility; professional growth; and service to the University, the profession, and the public will be considered in the decision regarding assigning the Senior prefix. A minimum of seven years in the position or in a comparable position is required to attain the Senior prefix. An employee may apply for promotion during their seventh year of employment for implementation at the start of their eighth year of employment.

And 2.g.1).b) page 88

A Senior Lecturer has subject matter expertise in an academic discipline. A Lecturer at this level has gained a reputation among his or her peers for demonstrably sustained superior contributions to teaching within a department or division. It is expected that the Senior Lecturer will independently select, develop, and organize course content and instructional materials and approaches. Involvement with committees engaged in supporting this development is typical. However, the direct delivery of instruction is the primary responsibility of the individual holding this title. In addition, a Senior Lecturer has extensive teaching experience with a minimum of five years full-time equivalency (FTE) in the Lecturer position or in a comparable position of which at least two such years were served at UW-Eau Claire. An employee may apply for promotion during the year in which they will complete the minimum years of full-time experience for implementation at the start of the following academic year must be completed by the time of application and do not include the year in which the promotion evaluation occurs. (US 4/12, 3/15)
Exceptions to these minimum requirements may be made when it is believed that the Lecturer’s performance and contributions merit promotion. (US 5/08)

And 2.g.2).a) page 89

2) Academic Staff Title Structure – Promotion Procedures
a) Procedures for Promotion Through Prefix Change for Administrative and/or Professional Academic Staff (AS 5/11)
(1) A written request for consideration for promotion may be initiated by an academic staff member and must be submitted to the immediate supervisor by October November 15 with a copy of the request being sent to the Unit Director or functional equivalent. The immediate supervisor may also initiate the promotion process. Recommendations for promotion shall be forwarded from the immediate supervisor to the Chancellor through the following review levels: the Unit Director, the Associate Vice, Vice Chancellor, and the Provost and Vice Chancellor.
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b) Procedures for Promotion Through Prefix Change for Instructional and/or Research Academic Staff
(1) A written request for consideration for promotion may be initiated by an academic staff member and must be submitted to the Department Personnel Committee by October November 15 with a copy sent to the Department Chair. The Department Personnel Committee or the Department Chair may also initiate the promotion process. Recommendation for promotion shall be forwarded from the Department Personnel Committee to the Chancellor through the following review levels: Department Chair, Dean, and the Provost and Vice Chancellor.
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Implementation Date: Upon publication in the July, 2015 Faculty and Academic Staff Rules and Procedures.

Signed: _Katie Wilson___
Chair of the Committee

Send to: University Senate Office