

PROPOSED AMENDMENT TITLE 4, CHAPTER 3, SECTION 4

Additions in *boldface italics*; deletions ~~stricken~~

Section 4. Evaluations

1. The NSHE Code , Chapter 5, Section 5.12.1 and 5.12.2, establishes that written performance evaluations of academic faculty and administrative faculty shall be conducted at least once annually by department chairs, supervisors or heads of administrative units. One of the purposes of annual performance evaluations is to provide constructive, developmental feedback to the faculty member. (B/R 9/05)
2. All performance evaluations shall include a rating of (i) “excellent,” (ii) “commendable,” (iii) “satisfactory,” or (iv) “unsatisfactory.” No other rating terminology shall be used. The areas of evaluation and procedures for evaluation of academic faculty and administrative faculty are established in institutional bylaws. Evaluations of instructional faculty shall include an assessment of teaching evaluations completed by their students. The performance evaluations of executive and supervisory faculty shall include consultation with the professional and classified staff of the appropriate administrative unit. The evaluation of the presidents and the chancellor shall follow guidelines approved by the Board of Regents.
3. The annual performance evaluation of tenured faculty is addressed in NSHE Code, Chapter 5, Section 5.12.
4. Academic and administrative faculty shall, upon request, have access to materials used by the supervisor in writing the evaluation, including the results of, but not the originals of, student evaluations and comments, and in the case of administrative faculty whose evaluations include surveys, the results of, but not the originals or copies of, such surveys. In responding to such a request, the supervisor must ensure the anonymity of the students and the survey respondents. With the exception of the results of such student evaluations and comments and such surveys, anonymous materials shall not be considered by the supervisor.
5. Academic and administrative faculty who disagree with the supervisor’s evaluation may submit a written rejoinder and/or request a peer evaluation as provided in the institution’s bylaws. The supervisor’s official evaluation and the faculty member’s rejoinder and/or peer evaluation will be retained in the faculty member’s personnel file. ***If the peer evaluation results in a recommendation that the initial evaluation be changed, that recommendation shall be forwarded to the President or designee of the institution, who, at his or her discretion, may change the faculty member's evaluation by means of an addendum attached to the front of the evaluation stating how the evaluation is being changed and the reasons for the change. If the President or designee does not change the evaluation, the reasons shall also be stated by means of an addendum attached to the front of the evaluation. The President or designee shall sign the addendum and provide a copy to the faculty member.***

6. Academic or administrative faculty members receiving an overall rating of “unsatisfactory” on their evaluation shall be provided with constructive feedback in the written evaluation for improving their performance. This constructive feedback must include a written plan for improvement, which must be specific and must be provided at the time of the first “unsatisfactory” rating.

7. Academic faculty in tenure-track positions shall, in addition to the annual written evaluation, be entitled to a written mid-tenure review of their progress toward tenure. The procedures for the review shall be described in each institution’s bylaws. Notwithstanding a positive mid-tenure review, the award of tenure remains a discretionary act as provided in the Nevada System of Higher Education Code.

(B/R 1/04)

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OCT 27 2005

President's Office

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Robin Gonzalez, *Senate Manager*

UNIVERSITY
OF NEVADA

•Reno

Faculty Senate / 327
Mackay Science 300
Reno, Nevada 89557-0033
(775) 784-4025 / 4026
FAX: (775) 784-4078

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UNR Faculty Senate

October 27, 2005

Request for Action from the UNR Faculty Senate

TO: John M. Lilley, President
FROM: Leah Wilds *LW*
SUBJECT: Request to Change NSHE Code

The 2005-2006 Faculty Senate requests your action on the following motion that was approved at its October 21, 2005 meeting:

Peer Review Process

"To amend Title 4, Chapter 3, Section 4.5 of the NSHE Code regarding evaluation to read:

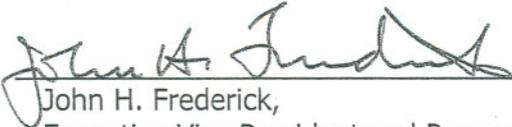
Academic and administrative faculty who disagree with the supervisor's evaluation may submit a written rejoinder and/or request a peer evaluation as provided in the institution's bylaws. The supervisor's official evaluation and the faculty member's rejoinder and/or peer evaluation will be retained in the faculty member's personnel file.

If the peer evaluation results in a recommendation that the evaluation be changed, that recommendation shall be forwarded to the president or designee of the institution, who, at his or her discretion, may change the faculty member's evaluation."

When the Peer Review Policy was passed at the January 13, 2005 Senate meeting, senators expressed concern that both the original evaluation and peer evaluation would be maintained in the faculty member's personnel file. Senators expressed concern that the presence of two potentially conflicting evaluations in a faculty member's personnel file could result in inconsistencies as decisions are made about merit, promotion, and tenure. The Executive Board has worked with Mary Dugan, System Legal Counsel, to identify the best method to resolve this issue. The decision was made that the only method to resolve this omission is through a change to the language in the Code. The language above has been reviewed by and agreed upon by Mary Dugan and the NSHE Faculty Senate Chairs.

We request your support of this change at the next Board of Regents meeting and request your reply by November 4, 2005. If you would like to discuss this matter with the executive board, please contact Robin Gonzalez to arrange a meeting time.

C: M. Dugan
J.H. Frederick
G. Jones
Council of Senate Chairs

Recommended by: 
John H. Frederick,
Executive Vice President and Provost

10/27/05
Date

Approved by: 
John M. Lilley,
President

10-31-05
Date