

AGENDA  
FACULTY SENATE  
THE WICHITA STATE UNIVERSITY

Meeting Notice: October 26, 1987 126 Clinton Hall, 3:30 p.m.

Order of Business:

- I. Calling of the Meeting to Order
- II. Informal Proposals and Statements
- III. Approval of Minutes for the meeting of October 12, 1987  
(Vol. XXIV, No. 4)
- IV. New Business:
  - A. Report from the Executive Committee -  
Senate Committees: Work in Progress
  - B. Recommendations from Tenure and Promotion Committee--  
Fred Kraft, 1986-87 Chair (Attachment A)  
The report was made to the University Senate,  
April 27, 1987. The recommendations made in  
the report were forwarded to the Faculty Senate  
for action.
  - C. Margin of Excellence: Political Aspects--  
President Armstrong
- V. Adjournment

EXECUTIVE COMMITTEE

<u>Name</u>	<u>Box</u>	<u>Phone</u>
Ben Rogers, Senate President	74	3125
Orpha Duell, Senate Vice President	28	3322
Sue Nelson, Senate Secretary	14	3130
Peter Zoller, Senate President-elect	14	3134
Gary Greenberg, Elected by Senate	34	3171
David Childs, Elected by Senate	53	3532
Elmer Hoyer, Appointed by Senate President	44	3415

FOX RIVER BOND  
25% COTTON

The committee recommends:

All recommendations received by the University Tenure, Promotion and Academic Freedom Committee should be accompanied by written justifications. Separate statements should be prepared by the department level committee, the department chair, the college committee, and the Dean. (These written justifications become part of the primary dossier.) In regard to these written statements of justification the committee further recommends:

1. The statements prepared by the department committees and the college committees be developed in consultation with the committee membership and be reviewed and signed by all committee members.
2. When a candidate's file is complete at the department level the candidate should be given access to the file for review and be given the opportunity to add a statement to the file. The candidate would then sign a statement that the file has been reviewed and the candidate has had the opportunity to include a response. In addition, when a candidate's file is complete at the college level the candidate should be given access to the file for review and be given the opportunity to add a statement to the file. The candidate would again sign a statement that the file has been reviewed and the candidate has had the opportunity to include a response.

Point of Information: The committee also observes that the above recommendations shall not limit the committee from requesting additional verbal clarifications from Deans or other parties during the university committee's deliberations.

C. External Review Policy (Response to Senate President memorandum of 1/27/87)

The committee recommends the following:

**Initiation of Review**

Tenure and promotion decisions affect the University's overall quality and standing in the larger academic community. Such decisions cannot be divorced from external professional considerations. Although external review is not required, the university recognizes the value of properly conducted external reviews. The university provides the process be initiated by the candidate prior to the departmental review or by the review committees or administrators at any time during the review process.

**The Review Process**

Any external review shall be conducted in accordance with the following procedures:

1. Administration

The Dean shall administer the process at the department or college level. The Executive Vice President for Academic Affairs shall administer the process at the university level.

2. Selection of Reviewers

a. It is required that the experts chosen as reviewers be competent to make the necessary evaluations.

b. At the time the process is initiated, the candidate will make the choice as to whether the review process will be confidential or non-confidential. The candidate will submit to the administrator a list of three names along with an indication of his/her association with each. The candidate may also submit a list of no more than three people who are not to be used as outside reviewers. The administrator will prepare an additional list of qualified reviewers. The administrator, in consultation with the faculty member, will select an equal number of reviewers from each list.

c. In the event that a body of scholarly work is to be evaluated, the candidate will assemble a vita and a representative sample of scholarly and/or creative work. The administrator will send a packet to each reviewer along with a cover letter which includes:

- 1) A request for a written evaluation of the material submitted and, if appropriate, the quality of the journals and publishers cited.
- 2) A statement, if the reviewer's letter is to be confidential, that the candidate has signed a waiver of his or her right to see the original letter but will receive a copy with all identifying information deleted.

**The Review Document**

The opinion of the reviewer must be in writing and will be included in the candidate's secondary dossier. It is not the task of the outside reviewer to recommend for or against tenure or promotion. Upon completion of the file at each level of review, the candidate will have the right, subject to the confidentiality provisions, to review the file and add a written statement.