Evaluations for One-Year and Three-Year Temporary Appointments during COVID-19 Crisis

1. All electronic lecturer evaluation and range elevation cases shall continue in accordance with the revised Spring 2020 Lecturer Timetable (dated 3/13/2020). Given that evaluators can access the digital candidate materials off-campus, transmit their evaluations to lecturers, and administer the ten-day rebuttal period by email, none of the evaluators will be required to come to campus to complete those evaluations.

2. All lecturer evaluation cases with hardcopy (paper) WPAFs whose files have already been reviewed by the DPRC, shall continue in accordance with the following:
   - Chairs review due to faculty member by September 21, 2020, and then forwarded to Deans on October 1, 2020, after the rebuttal period has expired.
   - Deans’ evaluation due to the faculty member by no later than October 30, 2020.

3. Lecturer evaluation cases with hardcopy (paper) WPAFs, subject to a one-year appointment evaluation, whose Department Peer Review Committee review has not been completed shall be automatically granted approval for a suspension of their evaluation and granted a subsequent conditional one-year appointment in alignment with the conditions below.

4. Lecturer evaluation cases with hardcopy (paper) WPAFs, eligible for or currently in a three-year appointment, whose Department Peer Review Committee review has not been completed shall be automatically granted approval for a postponement in alignment with the conditions below.

5. Evaluation of lecturers is required by the Collective Bargaining Agreement. As indicated in the 2019-2020 Lecturer Timetables approved by the Provost and Vice President for Academic Affairs, evaluation files were due February 17, 2020. Therefore, and in accordance with UPS 210.070, if a lecturer failed to submit a Working Action Personnel action file by the due date, a subsequent appointment should not normally be issued.

Lecturers currently on a One-Year Appointment whose WPAF has been reviewed by the DPRC

1. All lecturers who submitted hardcopy (paper) WPAFs are to be granted a provisional one (1) year appointment, subject to the completion of a satisfactory evaluation as described below, and offered similar assignments, if available, for Fall 2020.

2. Faculty members subject to an initial three-year appointment shall be granted a provisional three-year appointment, subject to the completion of a satisfactory evaluation as described below. The faculty member’s 2020-2021 entitlement (12.12c) and order of assignment rights (12.29) shall be treated as if they were on a three-year appointment. The entitlement time base shall be based on their 2019-2020 workload (i.e. the sixth year of continuous work).

3. If the Appropriate Administrator determines that the faculty member has performed satisfactorily, the condition for satisfactory evaluation will be met and the provisional appointment will become fully executed.

4. If the Appropriate Administrator determines that the faculty member has not performed satisfactorily, the condition of satisfactory evaluation shall not be met and the provisional appointment will end at the completion of the Fall 2020 semester.
Lecturers currently on a One-Year Appointment, whose WPAF has not been reviewed by the DPRC

1. All lecturer evaluation cases with hardcopy (paper) WPAFs, subject to a one-year appointment evaluation whose department-level review has not been completed shall be granted a subsequent conditional one-year appointment. Despite the absence of an evaluation, temporary lecturer faculty members, for the 2020-2021 academic year only and without future precedence, shall be considered to have performed satisfactorily for purposes of appointment in the provision 12.29 of the Collective Bargaining Agreement (“Preference for Available Temporary Work”).

2. Faculty members with one-year appointments who were not fully reviewed in 2019-2020 shall be evaluated in Spring 2021. Lecturers will submit materials from the semester of their last evaluation (typically Spring 2019) through Fall 2020 and review committees shall consider all materials from the two years in the next evaluation.

Lecturers currently on a Three-Year Appointment whose WPAF has been reviewed by the DPRC

1. Faculty members subject to a subsequent three-year appointment who submitted hardcopy (paper) WPAFs are to be granted a provisional three (3) year appointment and offered similar assignments, if available, for Fall 2020 (as if their Spring 2020 evaluation was satisfactory).

2. The faculty member’s entitlement (12.12c) and order of assignment rights (12.29) shall be treated as if they were on a normal three-year appointment. The entitlement time base shall be based on their 2019-2020 workload (i.e. the third year of a three-year appointment).

3. If the Appropriate Administrator determines that the faculty member has performed satisfactorily, the condition for satisfactory evaluation will be met and the provisional appointment will become fully executed.

4. If the Appropriate Administrator determines that the faculty member has not performed satisfactorily, the condition of satisfactory evaluation shall not be met and the provisional appointment will end at the completion of the Fall 2020 semester.

Lecturers eligible for or currently on a Three-Year Appointment, whose WPAF has not been reviewed by the DPRC

1. Faculty members subject to an initial three-year appointment, whose department-level review has not been completed shall be granted a provisional three-year appointment, subject to the completion of a satisfactory evaluation as described below. The faculty member’s 2020-2021 entitlement (12.12c) and order of assignment rights (12.29) shall be treated as if they were on a three-year appointment. The entitlement time base shall be based on their 2019-2020 workload (i.e. the sixth year of continuous work).

2. Faculty members currently in a three-year appointment, whose department-level review has not been completed shall also be granted a provisional three-year appointment, subject to the completion of a satisfactory evaluation as described below. The faculty member’s
entitlement (12.12c) and order of assignment rights (12.29) shall be treated as if they were on a normal three-year appointment. The entitlement time base shall be based on their 2019-2020 workload (i.e. the third year of a three-year appointment).

3. Faculty members who receive a postponement of their six-year comprehensive evaluation through this process shall undergo an evaluation in Spring 2021 following all University, College, and Department Policies. The deadlines for this evaluation shall be determined by the Provost in consultation with the Faculty Personnel Committee per UPS 210.070. The review period under consideration for this evaluation shall be from the beginning of the six-years of continuous service (Fall 2014 or Spring 2015) through Fall 2020.

4. Faculty members who receive a postponement of their three-year evaluation through this process shall undergo an evaluation in Spring 2021 following all University, College, and Department Policies. The deadlines for this evaluation shall be determined by the Provost in consultation with the Faculty Personnel Committee per UPS 210.070. The review period under consideration for this evaluation shall be from the beginning of the three-year appointment (Fall 2017 or Spring 2018) through Fall 2020.

5. If the Appropriate Administrator determines that the faculty member has performed satisfactorily, the condition for satisfactory evaluation will be met and the provisional appointment will become fully executed.

6. If the Appropriate Administrator determines that the faculty member has not performed satisfactorily, the condition of satisfactory evaluation shall not be met and the provisional appointment will end at the completion of the Spring 2021 semester.