

Recommendations for the Dean's Office on Faculty Activity Recording and Metrics

1. Provost Barrett has decided not to calculate semester credit hours for individual faculty (previously required to equal 30 per year minus time for research and service). Instead, he is asking departments as a whole to teach an amount commensurate with their number of faculty members. We recommend that the same system be implemented here.
2. We recommend that each faculty member be required to submit an annual report of professional activities (ARPA) similar to the one used on the main campus.
3. Efforts to put this form online should be supported. Once accomplished, we encourage the school to enable items such as RVUs, grant dollars etc. to self-populate on the form. Faculty should then be allowed to check their accuracy.
4. The annual report should be made available to chairs for use in their annual departmental reports.
5. The ARPA should be the basis for the annual reviews of faculty work.
6. To ensure that faculty teaching workload is analyzed fairly for faculty and departments, we recommend that the Dean's office push efforts to fix the banner system for this campus. This fix should not involve burdening chairs/specific faculty members with entering long lists of lecturers each semester.

Statement of Purpose for Revised Form

"This form replaces the Faculty Effort Report/Statement of Equivalence and Faculty Workload Agreement. It is intended to document scholarly activities for reporting to accrediting agencies, to simplify gathering information for annual department reports, and to facilitate annual reviews by chairs of past and projected faculty work."