CENTRAL CONNECTICUT STATE UNIVERSITY
Senate Motion Number_ FS-R-03-11_2A
University Senate Motion

TO: President Richard Judd
FROM: President of the University Senate

1. The attached motion of the University Senate, dealing with ________________ is presented to you for your consideration. Two additional copies are included for your use.

2. This motion was adopted by the University Senate on __November 17, 2003__.

3. After considering this motion, please indicate your action on this form, and return it together with the original copy to the President of the University Senate.

4. Under the By-Laws of the University Senate, Section 3.8, the following schedule of action is to be observed.
   a) By __11/21/03__, Senate action reported to the President of University.
      (Within five school days of the session in which they are adopted).
   b) By __12/8/03__, President of the University to return the motion to the President of the Senate. (Within 10 school days of its receipt).

   __1/6/03__
   President, University Senate

ENDORSEMENT:

TO: President of the University Senate
FROM: President Richard Judd

1. Motion Approved

2. Motion Disapproved (Explanatory statement must be appended)

3. Action "is deferred"

4. Resolution Noted

5. Other

12/31/03

Date

President
a. Sen. Marlor informed the Senate that Senate Resolution FS-92-B-10 "Evaluation and recommendation for renewal, tenure, promotional assessment" does not reflect current contract language as written in Article 8.3.1 through 8.8.1.5 for Library faculty and should be brought up to date. Whereas the criteria is the same, their order/weight has been rearranged.

b. Proposed Motion: "That the current FS-92-10-B Revision of April 1992 changed to be consistent with article 8.3.1". (See attached revision)

    Motion: Sen. Marlor
    Second: Martin-Troy
    Passed Unanimously
EVALUATION AND RECOMMENDATION FOR RENEWAL, TENURE,
PROMOTION OR PROFESSIONAL ASSESSMENT

For each category of evaluation and recommendation, one (1) original signed by the DEC and faculty member evaluated and two (2) copies of the signed original.

I. DATA:

Faculty Member ___________________________ Date ____________

Department ___________________________

Professional Assessment: □ Years of Service at CCSU
□ Years of Service at CCSU and at other universities

Promotion: □ Years of Service at CCSU
□ Years of Service at CCSU and at other universities

Renewals: □ Years of Service at CCSU
□ Years at CCSU and credited years granted at initial appointment

Tenure: □ Years at CCSU
□ Years at CCSU and credited years granted at initial appointment

Present Rank ___________________________ Years at Present Rank ______

Requested Rank _________________________

Type of recommendation: □ Renewal
□ Promotion
□ Tenure

Type of Evaluation: □ Annual (for non-tenured faculty)
□ Professional Assessment
□ Sexennial for tenured faculty

Eligibility for Promotion: □ Appropriate degree and specified years in rank
□ 10 years in current rank (Article 5.4)
□ Substantially comparable credentials and/or experience (Article 5.3.5)

II. EVALUATION INSTRUCTIONS (Article 4.11.9)

The criterion for evaluating and recommending full-time members shall be the quality of activity, including keeping current in one’s field, within each of the categories listed below, weighed in the order listed:

1. Load credit activity for which the member receives load credit or the equivalent, e.g. one or more of the following: teaching, coaching, counseling, department chairperson, division director, library service, research, student supervision, or any other function specified in the letter or appointment or subsequent excision or modifications of such appointment, or identified in a letter of agreement.

2. Creative activity appropriate to one’s field, such as delivering papers at professional conferences, production/performance of artistic works, research, study, and publication

3. Productive service to the department and university

4. Professional activity; e.g. attendance and participation in conferences and workshops, membership service in appropriate professional organizations and professional activity in the community.

5. Years in rank.
III. EVALUATION NARRATIVE: COMPLETE FOR ALL EVALUATIONS AND RECOMMENDATIONS. In the Evaluation Narrative, address each of the categories listed in Section II of this form. The fifth category, years in rank, applies only to the promotion recommendation.

See attached

IV. RECOMMENDATION (For Renewal, Tenure and/or Promotion)

Departmental Evaluation Committee: (Please type names and sign at right)  Date:

__________________________________________  ______________________

__________________________________________  ______________________

__________________________________________  ______________________

__________________________________________  ______________________

Faculty Member Acknowledges Receipt of this Evaluation:

__________________________________________  ______________________

Within five (5) working days, the faculty member evaluated may append comments which will be attached to this report.

Reviewed by ____________________________  (Name/Title)  

Reviewed by ____________________________  (President)  

Date: ____________________________
NAME:

INVENTORY OF DOCUMENTS CONSIDERED FOR:

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<th>No.</th>
<th>Description of Item</th>
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Proposed amendment to FS-92-10-B Revision of April, 1992

EVALUATION AND RECOMMENDATION FOR RENEWAL, TENURE, PROMOTION OR PROFESSIONAL ASSESSMENT FOR LIBRARIANS

For each category of evaluation and recommendation, one (1) original signed by the DEC and faculty member evaluated and two (2) copies of the signed original.

I. DATA:

Faculty Member

Department

Professional Assessment:
  □ Years of Service at CCSU
  □ Years of Service at CCSU and at other universities
  □ Years of Service at CCSU
  □ Years at CCSU and credited years granted at initial appointment

Promotion:
  □ Renewal
  □ Promotion
  □ Tenure

Renewals:

Tenure:

Present Rank

Requested Rank

Years at Present Rank

Type of recommendation:

Type of Evaluation:
  □ Annual (for non-tenured faculty)
  □ Professional Assessment (Sextennial for tenured faculty)

Eligibility for Promotion:
  □ Appropriate degree and specified years in rank
  □ 10 years in current rank (Article 5.4)
  □ Substantially comparable credentials and/or experience (Article 5.3.5)

II. EVALUATION INSTRUCTIONS (article 8.3.1)

The criterion for evaluating and recommending full-time librarians shall be the quality of activity, including keeping current in one’s field, within each of the categories listed below, weighed in the order listed:

1. Load credit activity for which the member receives load credit or the equivalent, e.g. one or more of the following: teaching, coaching, counseling, department chairperson, division director, library service, research, student supervision, or any other function specified in the letter or appointment or subsequent extension or modifications of such appointment, or identified in a letter of agreement.

2. Professional activity; e.g. attendance and participation in conferences and workshops, membership service in appropriate professional organizations and professional activity in the community.

3. Productive service to the department and university

4. Creative activity appropriate to one’s field, such as delivering papers at professional conferences, production/performance of artistic works, research, study, and publication

5. Years in rank.
III. EVALUATION NARRATIVE: COMPLETE FOR ALL EVALUATIONS AND RECOMMENDATIONS. In the Evaluation Narrative, address each of the categories listed in Section II of this form. The fifth category, years in rank, applies only to the promotion recommendation.

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IV. RECOMMENDATION (For Renewal, Tenure and/or Promotion)

Departmental Evaluation Committee: (Please type names and sign at right)  

__________________________________  

__________________________________  

__________________________________  

__________________________________  

Faculty Member Acknowledges Receipt of this Evaluation:  

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Reviewed by ___________________________  
(Name/Title)  

Reviewed by ___________________________  
(President)
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