

Tenure and Promotion Workshop for APUO Members

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When to Apply for Tenure (article 25.1.7)

- Tenure is automatic with promotion to Associate Professor;
- Apply no later than 6th year as Assistant Professor;
- Can apply in 2nd year with at least 4 years of Recognized University Level Experience (RULE);
- Application due Sept 1 (response due April 1)

Promotion to Associate Professor (article 25.3.2)

- Doctorate or equivalent;
- Teaching must “meet expectations”;
- Scientific, Literary, artistic or Professional works deemed of “good quality” confirmed by external evaluators;
- Academic service activities of “satisfactory quality”;
- 4 years of RULE;
- French and English requirement as per letter of appointment.

Promotion to Full Professor (article 25.3.3)

- Doctorate or equivalent;
- Teaching “meets expectations”;
- Academic service activities of “satisfactory quality”;
- 9 Years of RULE.

Promotion to Full Professor (continued)

- Scientific, literary, artistic or professional work:
 - Deemed of “good quality” by external evaluators;
 - Contributed regularly and significantly to the expansion of knowledge in the area of specialization since appointment as associate professor;
 - Made a significant and valuable impact on the field as recognized at the U of O and elsewhere – must be confirmed by 3 out of 4 evaluators.

Promotion to Full Professor (continued)

OR

- Since promotion to associate professor, work is deemed of good quality, and has contributed regularly and significantly to the expansion of knowledge; AND
- Teaching is outstanding as per peer evaluation; AND
- Teaching or/and academic service activities are in excess of the norm.

Evaluation of Teaching

(article 24)

- Teaching deemed either:
 - Outstanding;
 - To meet expectations;
 - Unsatisfactory.
- In relation to tenure and promotion applications, a formal evaluation of teaching must be done prior to Dean soliciting recommendations from DTPC, chair or FTPC.

Evaluation of Teaching

(article 24)

- Dean initiates the Direct Peer Review of Teaching (DPRT) process if teaching may be unsatisfactory due to:
 - Pattern of weak A-reports;
 - “other preliminary indications of unsatisfactory teaching”;
 - Or opposite for belief of outstanding teaching;
- Member chooses 1 name from list of 40 Teaching Evaluators (TEs) and FTPC chooses 2;
- TEs write anonymous report to Dean.

Evaluation of Teaching (article 24)

- Dean and FTPC make a determination about teaching relying on:
 - Report from DTPC;
 - Reports from TEs;
 - A-reports;
 - And any info added by member about his/her teaching;
- If no DPRT is done teaching deemed satisfactory.

Outside Evaluators

(article 23.3.2)

- Promotion to associate professor: 3 outside evaluators;
- Promotion to full professor: 4 outside evaluators;
- Must be:
 - Outside of University of Ottawa;
 - Of equal professional status as member being evaluated;
 - Can be expected to give a fair or competent evaluation of all or some of members scholarly activities.

Outside Evaluators

(article 23.3.2)

- Member and DTPC each submit at least 3 outside evaluators to the FTPC, which has to choose at least 1 name from each list;
- Member can also provide to the FTPC:
 - List of academics who may be prejudiced or not qualified;
 - An indication of areas of expertise which would be appropriate for persons chosen to evaluate her scholarly activities;
 - An indication of areas of expertise which would not be appropriate for persons chosen to evaluate her scholarly activities.
- Names of the chosen outside evaluators are kept confidential.

Assessment of Scholarly Activities (article 23.3.3)

- Scholarly work considered of “good quality”:
 - Beyond doctoral thesis;
 - Research - Continuous progress, contribution to the advancement of knowledge in the field of specialization;
 - Literary and artistic work - Continuous creative activity, well-reputed outside University of Ottawa;
 - Professional Work - Practice of a profession beyond expectations of non-teaching practicing professional, or valuable contribution to the advancement of the profession itself.

NOT criteria for Tenure/Promotion as per the Collective Agreement

- It is not required to have external funding;
- No minimum amount of publications or specific journals is specified;
- No specific requirement for graduate supervisions;
- No mention of funding or graduate supervision at the time of application;
- No requirement for being invited to national or international conferences.

What to Include in your Application (article 25.4)

- Up-to-date CV (OCGS format)
 - Include all details re: publications, conferences and grants (contracts, etc.);
 - Include submitted and accepted publications and grants applications (indicate status).
- Information re: participation in academic service activities, including participation in the media;
- A list of at least 3 potential external evaluators (plus list of exclusions of prejudiced colleagues);
- Anything else deemed useful, such as a letter addressed to the external evaluators.

What to include in your Application (article 23.3.1)

- Copy of results of scholarly activities including the following:
 - Articles, books, contributions to books, presentations at conferences, portions of work in progress, original works/ forms of expression;
 - In final published form, preprints of material to be published, preliminary of final drafts;
 - Works produced with others (specify contribution in writing);
 - Descriptions of work or any documentation of work.

Procedures (article 25.4)

- Application due July 1- Sept 1
- DTPC, Chair, and FTPC make a recommendation to the Dean;
- Dean makes a recommendation to the JC;
- Joint Committee must decide by April 1 to either:
 - Grant tenure/ promotion;
 - Not grant tenure/promotion;
 - Defer tenure application by 1 year for first applications only (explaining reasons for deferral as well as conditions to be met for the final decision).

In case of a negative recommendation and/or decision (article 13)

- Immediately contact the APUO to talk to a grievance officer;
- File a letter of disagreement after a negative recommendation (DTPC, Chair, FTPC and/or Dean) to Joint Committee;
- File a Grievance after a negative decision or deferral by Joint Committee.

Grievance Process

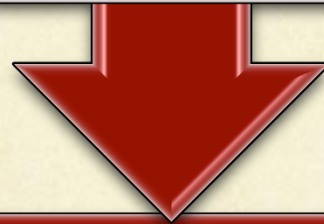
(article 13)

- 10 working days or less after negative recommendation (DTPC, Chair, FTPC and/or Dean) → File a letter of disagreement → Pre-grievance Step 1 meeting;
- 15 working days or less after negative Joint Committee Decision → File a grievance → Step 1 meeting;
- If no resolution after Step 1 meeting, the grievance can be referred to arbitration by the APUO or the individual grievor (private grievance);
- Arbitrator makes final (no appeal) and binding (cannot be ignored or reversed) decision.

Grievance Process

Negative recommendation
from the DTPC, Chair, DTPF and/or Dean

Filing of a Letter of Disagreement (10 working days)

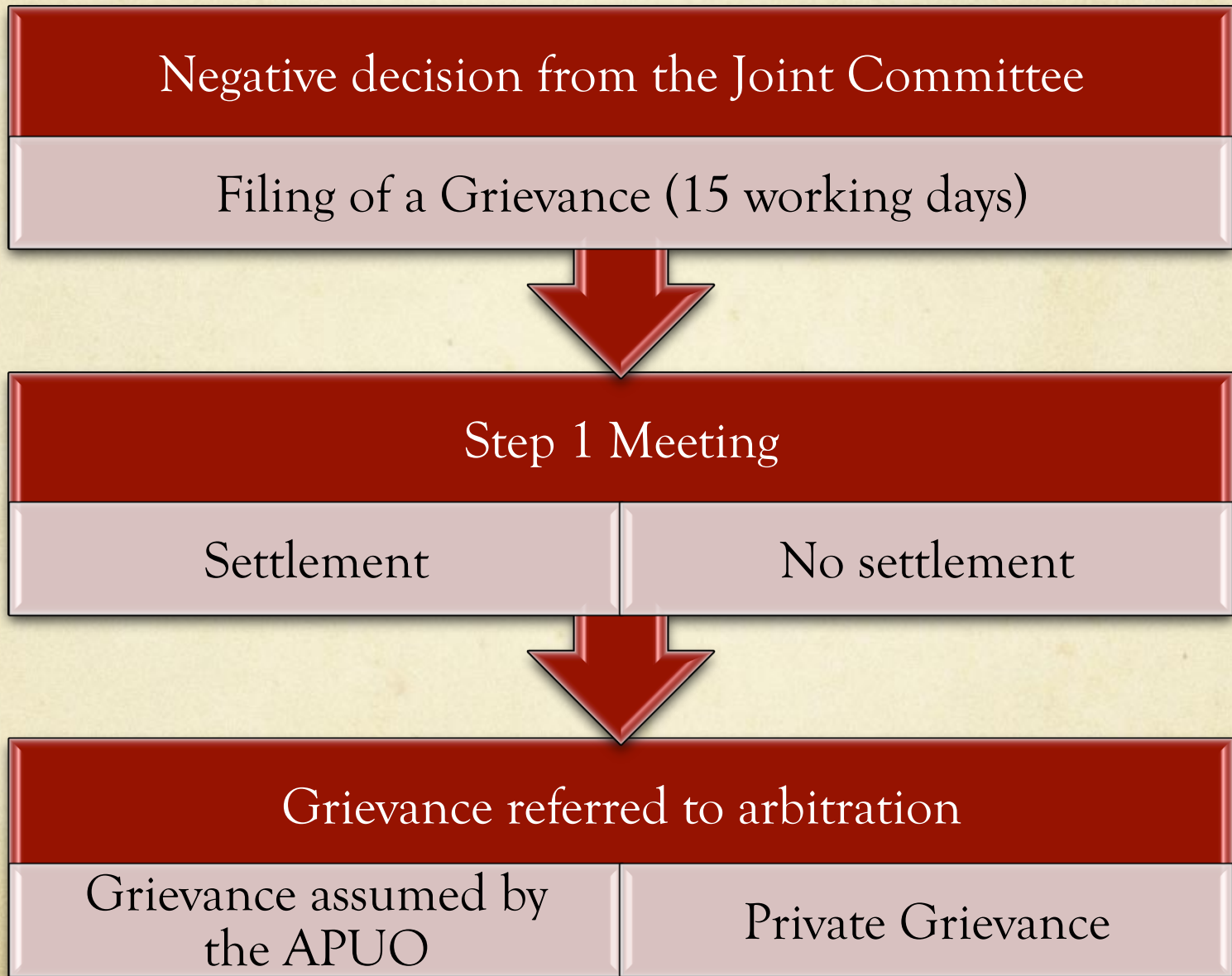


Step 1 Meeting (pre-grievance)

Settlement

No settlement

Grievance Process



Audience Participation Time

○ Questions or comments ?

