University and College Plans for Reviewing Community Engagement in Hiring, Tenure and Promotion at Southern Illinois University

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As mentioned in the application to the Carnegie Foundation for the Advancement of Teaching (see Question 12), Southern Illinois University has begun a university-wide discussion regarding integration of community engagement into university procedures for hiring and advancement of faculty and staff. Additional campus planning will occur during Fall 2014. The purpose of these conversations at the university and college levels is to seek input from stakeholders on mechanisms by which community engagement activities can be recognized, valued, and infused into existing campus processes. Discussions among faculty, staff and administrators will include review of the Employees Handbook and relevant Operating Papers. Ultimately, it is expected that the planning groups will offer recommendations on revision of relevant employment practices and procedures in academic and non-academic units, in consultation with appropriate constituency groups, including our collective bargaining units.

Five campus collective bargaining units (CBUs) active in academic affairs will be partners during the planning process. Representatives from each of the CBUs will be invited to participate in the planning and development processes detailed below.

In order to elaborate and enhance the appointment and advancement provisions of the Employees Handbook that pertain to non-faculty, Chancellor Rita Cheng will appoint a task force. This group will have representation from academic Chairs and Directors, Academic Professionals (AP), Civil Service Employees (CS), and Graduate Administrative, Research, and Teaching Assistants. As noted above, representatives from the relevant collective bargaining units will also be invited to participate. The charge of the task force will be to make recommendations to the Chancellor on potential modifications to appointment and advancement provisions of the Handbook that support community engagement, as defined by Carnegie Foundation. This Task Force will complete its work by December 15, 2014. Once the Chancellor has reviewed the recommendations, she will forward them to the appropriate constituency groups – the AP Council, the CS Council, and the Graduate and Professional Student Council – for their input by March 1, 2015. Recommended modifications related to terms and conditions of employment will be bargained in accordance with usual procedures. Implementation is expected in FY16.

Similarly, for the review of provisions of the Employees Handbook that pertain to the faculty, Provost John Nicklow will convene one or more Task Forces comprised of faculty administrators (e.g., Deans, Associate Deans, Chairs / Directors), tenured and tenure-track (T/TT) faculty and non-tenure track (NTT) faculty. As above, representatives from the relevant collective bargaining units will also be invited to participate. Like the Chancellor’s task force, these groups will review the relevant provisions of the Handbook as they pertain to their respective
faculty interests. Their separate recommendations will be due to the Provost by December 15, 2014. Once Provost Nicklow has had a chance to review the reports, he will draw up his own recommendations for review by the Deans Council, the Faculty Senate and the Graduate Council. Their responses will be expected by March 1, 2015, at which date the Provost will forward his recommendations to the Chancellor for her review. Recommended modifications that relate to terms and conditions of employment will be bargained in accordance with usual procedures, with a target for implementation by July 1, 2015.

Concurrently, and in keeping with these campus-wide discussions, faculty in all colleges will be encouraged to review the hiring, tenure, and promotion procedures in their department and college Operating Papers, with an eye toward clarifying the manner in which community engagement activities can be integrated into a promotion and tenure dossier. In Winter 2013 the Tenure and Promotion Committees in each college outlined how they see this activity as taking place. Their plans are attached to this document. They outline the procedures by which the T/TT faculty will review their department and college Operating Papers. As noted above, such review will also be done in the context of provisions of the collective bargaining agreement with the Faculty Association. Recommended amendments to Operating Papers will be approved under the prevailing amendment procedures and will be subsequently reviewed by the Deans, the Provost, and the Chancellor, who must ultimately approve them in time for their implementation as early as FY15. Given the critical role that the Operating Papers play in guiding hiring, tenure, and promotion, their revision, in collaboration with stakeholders, is perhaps the most significant component of the university’s development of this community engagement initiative.

Once approved revisions to relevant processes are in place, SIU will monitor the impact they have on community engagement. For the next three years, the university will collect data on the outcomes as they pertain to the activities of the new faculty and staff who are hired and of the faculty who are tenured and promoted. The results of this data collection will provide evidence of the institutional commitment, supporting SIU’s application to retain its Carnegie community-engagement designation in 2019. We would expect to see improvements in the number of faculty and staff involved in sustained outreach and partnership work, as documented in the present application. We would also anticipate seeing more faculty community-outreach research and training grants, more Service Learning courses and programs, more engaged students and volunteer hours, more substantive outreach and working relations with community partners, and still more beneficiaries. Faculty with community commitments will also be tenured and promoted. These metrics and others pertinent to the university’s service mission will be reported in the next application to the Carnegie Foundation.

For more information about the university’s current employment procedures and practices, see the Employees Handbook: [http://policies.siu.edu/employees_handbook/index.html](http://policies.siu.edu/employees_handbook/index.html). Each department and college Operating Paper is posted on the unit’s webpage, as indexed on [http://siu.edu/jiffy/index.php](http://siu.edu/jiffy/index.php). In SIU’s present application (Question 11), only the College of Engineering, the School of Law, and the School of Medicine have
provisions for community engagement in their tenure and promotion guidelines. At the end of the process discussed above, we would expect the remaining colleges will have them by the beginning of FY16.