



UNIT STANDARDS REVIEW SIGNATURE FORM

Department of: Philosophy

Year: 2020

1) Department Chair:

Paul Muench Digitally signed by Paul Muench Date: 2020.10.28 12:58:21 -06'00' 10/28/20 Signature Date

2) Dean:

[Handwritten Signature] 1/4/22 Signature Date

3) Chair, UM Unit Standards Committee:

Donna E. McCrea Digitally signed by Donna E. McCrea Date: 2023.03.02 07:09:52 -07'00' Signature Date

4) Provost and Vice President for Academic Affairs:

[Handwritten Signature] 10/27/2023 Signature Date

UPDATED: October 27, 2023

UNIT STANDARDS
Philosophy Department

These unit standards and procedures are intended to be in addition to and consistent with those provided in the current Collective Bargaining Agreement between the University of Montana University Faculty Association and the Montana University System. In the event of any omissions or inconsistencies, the terms of the Collective Bargaining Agreement shall be applicable and shall prevail.

1.000 Procedures

1.100 General Structure

The general structure of the procedures for evaluation shall be as specified in the Collective Bargaining Agreement, Section 10.000.

1.200 Student Evaluation Committee

The Department Chairperson shall select three students to serve on the Student Evaluation Committee (SEC). The organization and function of the SEC shall be as described in the Collective Bargaining Agreement, Section 10.230.

1.300 Faculty Evaluation Committee

All tenured and tenure-track members of the Department shall have the opportunity to elect the members of the Faculty Evaluation Committee (FEC), which shall consist of three (3) to five (5) tenured or tenure-track members of the Department. The members of the FEC, in turn, shall elect the Chairperson of the FEC, who shall assemble committees comprised of at least three (3) members of the FEC and one (1) student observer for each faculty member being evaluated. (If the designated student observer fails to participate, this does not invalidate the committee's evaluation.) The student observer shall be selected by the Chairperson of the FEC according to the procedures of the Collective Bargaining Agreement. The Committee shall evaluate each faculty member in the Department against the standards for performance and evaluation specified in the Departmental Unit Standards (Section 3.000) according to the schedule specified in the Collective Bargaining Agreement. Only tenured or tenure-track faculty are able to vote on tenure and promotion decisions.

Each individual to be evaluated shall submit an Individual Performance Record (IPR) no later than October 15, and shall be invited to meet with the Committee to discuss their evaluation prior to Committee action on a recommendation. The Committee shall complete its evaluations and communicate its recommendation and the supporting evaluation to each individual evaluated by November 1. Each individual evaluated shall have ten (10) days to appeal their recommendation to the Committee. In the case of a probationary faculty member, the committee's evaluation shall include a specific assessment of the faculty member's progress toward tenure under the criteria of Section 4.200 below. Each faculty member shall sign their recommendation to indicate that they have inspected the documents submitted. The Faculty Evaluation Committee's

recommendations and supporting evaluations shall be forwarded to the Department Chairperson by November 15.

1.400 Departmental Chairperson's Review

The Chairperson's evaluations shall be completed and a recommendation and its supporting evaluation communicated to each individual evaluated by December 3. Each individual evaluated shall have ten (10) days to appeal their recommendation. In the case of a probationary faculty member, the Chairperson's evaluation shall include a specific assessment of the faculty member's progress toward tenure under the criteria of Section 4.200 below. Each faculty member shall sign their recommendation to indicate that they have inspected the documents submitted. The Chairperson's recommendations and supporting evaluations shall be forwarded to the Dean by December 15.

2.000 Appointment

2.100 Conditions for Initial Appointment

An individual upon initial appointment to a tenure-track faculty position in the Department shall hold the Ph.D. degree in philosophy from an accredited U.S. institution or an equivalent degree from an established international institution, except in unusual circumstances decided by the Department in consultation with the Dean of the College and the Provost of the University. An individual advanced to candidacy for the Ph.D. degree may be appointed but shall be required, except at the discretion of the Department, to complete the degree within a maximum of one (1) year from the date of appointment.

3.000 General Standards for Performance and Evaluation

Faculty performance will be judged in the areas of teaching, scholarship and creative activity, and service in accord with the section of the Collective Bargaining Agreement entitled "Academic Responsibility" (Section 6.200). Achievement in each of the three (3) areas will normally be expected. Note: for non-tenurable faculty, performance will be judged and achievement will be expected only in whichever of the three areas to which they have been assigned.

3.100 Responsibilities of the Faculty Member

3.110 Teaching

Each faculty member is expected to teach regularly in the areas of their competence, to share in teaching general education courses as the needs of the Department require, to advise and/or mentor students, to direct student research, and to direct Civic Engagement Projects in the M.A. program when appropriate. Courses are to be well prepared and updated as appropriate. Students are to be informed of the requirements for courses and given reasonable opportunities for evaluation of their performances under those requirements. Each faculty member is expected to post a reasonable number of office hours.

One's teaching shall be considered Normal if one satisfactorily meets the expectations set forth in the prior paragraph, as assessed by the criteria set forth in Section 3.210 (below).

One's teaching shall be considered Above Normal if one's teaching contributions exceed the normal standard, which involves meeting at least one of the following criteria: (a) one averages very good evaluations relative to course level (evaluations in lower-level courses tend to be weaker than in upper-level courses); (b) one teaches a number of credits that exceed what constitutes a normal teaching load; (c) one undertakes new preps (and particularly if one undertakes these new preps after retooling to meet departmental needs); (d) one teaches a disproportionate number of service courses; (e) one teaches outside one's area of expertise; (f) one advises a disproportionate number of independent studies; (g) one supervises a disproportionate number of internships; (h) one directs a disproportionate number of Civic Engagement Projects in the M.A. program; (i) one advises and/or mentors a disproportionate number of students; (j) one designs new courses; or (k) one otherwise goes above and beyond normal expectations.

One's teaching shall be considered Outstanding if one's teaching contributions exceed the Above Normal standard, which involves either meeting at least two of the following criteria or performing in a truly exceptional fashion in any one of them: (a) one averages excellent evaluations relative to course level (evaluations in lower-level courses tend to be weaker than in upper-level courses); (b) one teaches a number of credits that exceed what constitutes a normal teaching load; (c) one undertakes new preps (and particularly if one undertakes these new preps after retooling to meet departmental needs); (d) one teaches a disproportionate number of service courses; (e) one teaches outside one's area of expertise; (f) one advises a disproportionate number of independent studies; (g) one supervises a disproportionate number of internships; (h) one directs a disproportionate number of Civic Engagement Projects in the M.A. program; (i) one advises and/or mentors a disproportionate number of students; (j) one designs new courses; or (k) one otherwise goes above and beyond normal expectations.

3.120 **Scholarship and Creative Activity**

Each faculty member is expected to engage in scholarship or creative activity in the field of philosophy, and to publish and/or publicly present their research or the products of their creative activities. Such engagement is expected as a contribution to the field, as an essential part of the intellectual life of the Department and the University, and as an essential part of teaching effectiveness.

One's scholarship shall be considered Normal if one maintains an active research program, which entails publishing one's research, and, to a lesser extent, publicly presenting one's research or the products of one's creative activities. In lieu of publications or presentations, evidence of ongoing (as yet unpublished) research will justify a normal evaluation, provided that the applicant does not rely on such research for more than three consecutive years for which they are being evaluated.

One's scholarship shall be considered Above Normal if one exceeds Normal standards by publishing more frequently than is typical for one's subfield, if one publishes or presents in a prestigious venue indicating a high level of regard from peers in one's subfield, or if there is evidence of one's work having considerable impact on the field (which is based on various factors, including citations, the number of publications in the field, invitations to present one's research, etc.).

One's scholarship shall be considered Outstanding if one far exceeds normal standards either by publishing at a much higher rate than is typical of one's subfield, by publishing projects of greater scope (e.g., a single-author book placed with a reputable press), by publishing or presenting in the most prestigious venues, or if there is evidence of one's work having very high impact on the field (which, is based on various factors, including citations, the number of publications in the field, invitations to present one's research, etc.).

3.130 **Service**

Each faculty member is expected to assume some share of departmental and/or university service. Service to the profession and to the community are encouraged but not required.

Normal service shall consist in a proportionate share of departmental service (e.g., serving on the FEC and assisting with administrative tasks delegated by the Department Chair) and serving on one or two standard university committees (such as Faculty Senate or the University Research and Creativity Committee) or undertaking an equivalent amount of professional or community service.

Above Normal service shall consist in either (a) the performance of a disproportionately high share of departmental service and serving on one standard university committee; or (b) the performance of a proportionate share of departmental service and serving on one very demanding university committee (such as the ASCRC or the General Education Committee); or (c) the performance of a proportionate share of departmental service and a disproportionate amount of professional or community service; or (d) some combination of departmental service and university or professional service on a par with (a), (b), or (c).

Outstanding service shall consist in either (a) the performance of an exceptionally high share of departmental service and serving on two standard university committees or one very demanding university committee; or (b) the performance of a proportionate share of departmental service and serving on two very demanding university committees; or (c) the performance of a proportionate share of departmental service and an exceptional amount of professional or community service; or (d) some combination of departmental service and university or professional service on a par with (a), (b), or (c).

3.200 **Evidence of Performance**

3.210 **Teaching**

Evidence of teaching ability and effectiveness shall be provided through:

- (a) the regular student evaluation process;
- (b) the quality of one's syllabi and course materials;
- (c) letters of evaluation from colleagues or former students who have attended the faculty member's courses; or
- (d) the report of a teaching review committee appointed especially for the purpose of reviewing the candidate's teaching when such a review is deemed appropriate or is requested (as specified in the paragraph below).

Materials from the regular student evaluation process shall always be included. Evidence of the (b) or (c) variety may be offered as appropriate. Either the faculty member being evaluated or the Department Chairperson, in consultation with other tenured members of the Department, may initiate a teaching review. A teaching review that is not requested by the faculty member might be initiated on the basis of a record of poor teaching performances, as judged by the criteria set forth above and established in prior faculty evaluation processes, or in preparation for promotion or tenure review (in which case it will be initiated in the academic year prior to the one in which the application for promotion or tenure will be submitted). In all cases, a committee of three (3) tenured faculty members will be appointed by the Department Chairperson to devise and conduct the review, with one (1) member appointed with the consent of the faculty member under review. The faculty member will have the opportunity to respond to the review, and the teaching review committee, after considering the response, will issue its final decision. If the faculty member is dissatisfied with the teaching review committee's final decision, the faculty member can appeal this decision to the Department Chairperson, who will issue the final determination on the matter.

3.220 **Scholarship and Creative Activity**

It is the responsibility of the faculty member to provide specific documentation of scholarly or creative activity. Evidence of scholarship and creative activity of the following kinds is appropriate:

- (a) Books, book chapters, articles, and reviews published by reputable presses and journals;
- (b) Papers (especially refereed papers) read at national or international meetings or, less significantly, regional or state groups;
- (c) Books, book chapters, articles, and reviews in progress, which may be offered for evaluation by faculty within the Department;
- (d) The receipt of honors, awards, fellowships, and project grants, particularly those involving national and international competition;
- (e) Speaking engagements related to one's professional field, including invited colloquia, peer-reviewed conferences, and public presentations;
- (f) Editing of published books or journals;
- (g) Literary or artistic composition or performance related to the individual's philosophical concerns or other sorts of creative activity of philosophical significance;
- (h) The publication or presentation of one's work in public forums.

3.230 **Service**

Evidence of campus service is provided by involvement in University and Departmental committees and by the undertaking of other tasks or assignments relating to the welfare of the University and the Department. Service to the profession is evidenced by administrative or committee work for a professional association, work as a referee for scholarly publications in the field, the organization of scholarly conferences, colloquia, etc., or lecturing for professional colleagues. Letters of evaluation of the quality of such service from individuals or groups affected are appropriate.

4.000 **Standards for Faculty Advancement**

4.100 **Promotion**

Promotion in rank for tenurable and non-tenurable faculty is based on meeting the standards below for the assigned duties during the period of review.

4.110 **To Assistant Professor**

For promotion from Instructor to Assistant Professor, a faculty member must hold the Ph.D. degree in philosophy from an accredited U.S. institution or an equivalent degree from an established international institution (except under the provisions for unusual circumstances referred to in Section 2.100 above) and demonstrate promise, as judged by the criteria set forth in sections 3.210 and 3.220, for meeting the standards for tenure.

4.120 **To Associate Professor**

For promotion from Assistant Professor to Associate Professor, a faculty member shall hold the Ph.D. degree in philosophy from an accredited U.S. institution or an equivalent degree from an established international institution, have a minimum of four (4) years in rank as Assistant Professor (except in unusual circumstances), and have demonstrated achievements in accordance with the standards for scholarship, teaching, and service set forth below:

Scholarship: Four (4) published articles of substance (as distinguished from comments, responses, reports, review essays, and the like) in reputable journals, or invited papers published in prestigious anthologies and by reputable presses, or a substantial book or monograph.

As part of the evaluation process, the Department Chairperson will solicit from each candidate a list of five (5) names of scholars working in the same field who are likely to be well-acquainted with the candidate's work or are in a position to make an informed evaluation of the candidate's work. From this list, the Chairperson will select two (2) names. The Chairperson, in consultation with the Department as needed, will create a separate list of three (3) scholars working in the same field that are not on the candidate's list. From that list the Chairperson will solicit one (1) person to review the candidate's work. The candidate will be allowed, if they choose, to remove one (1) scholar on the Chairperson's list from consideration. (Note: Neither the candidate's Ph.D. advisor nor anyone who has collaborated on research with the candidate in the last three (3) years may appear on either the candidate's list of five (5) names or the Chairperson's list of three (3) names.). The list of three reviewers should be determined no later than the end of the fall semester prior to the academic year in which the candidate will be seeking the promotion to Associate Professor, and the external reviews should be solicited no later than February 15 in the following semester.

Teaching and Service: For both teaching and service, the faculty member must satisfy (or exceed) the standard for Normal.

4.130 **To Full Professor**

For promotion from Associate Professor to Full Professor, a faculty member shall hold the Ph.D. degree in philosophy from an accredited U.S. institution or an equivalent degree from an established international institution, have a minimum of five (5) years in rank as an Associate Professor (except in unusual circumstances), and have demonstrated continued achievements in accordance with the standards for scholarship, teaching, and service set forth below:

Scholarship: Three (3) published articles of substance since promotion to Associate Professor (as distinguished from comments, responses, reports, review essays, and the like) in reputable journals, or invited papers published in prestigious anthologies and by reputable presses, or a substantial book or monograph.

Teaching and Service: For both teaching and service, the faculty member must continue to satisfy (or exceed) the standard for Normal.

4.200 **Award of Tenure**

4.210 **Eligibility**

Tenure is not automatically awarded for years of service. It is the responsibility of the individual to make application for tenure (in accord with the Collective Bargaining Agreement, Section 9.320). A probationary faculty member shall be eligible to make an application for tenure after an accumulation of five (5) years of service toward tenure, at least two (2) of which have been accumulated at the University of Montana.

4.220 **Standards**

To receive tenure in the Department of Philosophy, a probationary faculty member must hold the Ph.D. degree in philosophy from an accredited U.S. institution or an equivalent degree from an established international institution, have the minimum rank of Associate Professor (except in unusual circumstances), and have demonstrated achievements in accordance with the standards for teaching, scholarship, and service specified in Section 4.120 above.

4.300 **Salary Determination**

4.310 **Normal Increment**

A recommendation for a normal salary increment will be made when the faculty member is satisfactorily meeting the standards for teaching, scholarship, and service specified in Sections 3.110, 3.120, and 3.130 above.

4.320 **Less-Than-Normal Increment**

A recommendation for a less-than-normal increment may be made when the faculty member exhibits either an absence of any performance or poor performance of assigned responsibilities within the scope of employment. It is understood that the absence of performance in any one (1) or two (2) of the areas of teaching, scholarship and creative activity, and service does not justify a recommendation for a less-than-normal increment if the quantity of performance in the remaining area or areas is proportionate to the FTE

of the position, if the quality of performance in the remaining area or areas is at least normal, and if the individual has assigned duties solely in the remaining area or areas. A total of three (3) less-than-normal increments will normally lead to a tenure review as specified in Section 17.000 of the Collective Bargaining Agreement.

4.330 Merit Award/Outstanding Performance Award

A recommendation for a merit award (tenured/tenure-track faculty) or an outstanding performance award (non-tenurable faculty) may be made when the faculty member has demonstrated Above Normal performance in at least two (2) of the three (3) areas: teaching, scholarship and creative activity, or service; or Outstanding performance in at least one (1) of these areas, and Normal performance in the remaining area or areas of assigned duties.

4.400 Retention

4.410 Probationary Faculty Members

A probationary faculty member may not be dismissed without cause during the period of their appointment. Dismissal for cause must be in accord with sections of the Collective Bargaining Agreement entitled “Causes for Discipline or Discharge” and “Discipline or Discharge for Cause Procedure” (Sections 18.300 and 18.400). A probationary faculty member shall be recommended for retention when their progress toward tenure is judged satisfactory.

4.420 Tenured Faculty Members

A tenured faculty member shall in each case be recommended for retention, except under the circumstances of a tenure review process as specified in the Collective Bargaining Agreement (Section 17.000), when a recommendation against retention may be made.