



UNIT STANDARDS REVIEW  
SIGNATURE FORM

Department of: Biomedical and Pharmaceutical Sciences (BMED) *BMED*

Year: 2015

1) Department Chair:

*E. Putnam* Signature *11.30.15* Date

2) Dean:

*[Signature]* Signature *12/24/15* Date

3) Chair, UM Unit Standards Committee:

*[Signature]* Signature *6/16/18* Date

4) Provost and Vice President for Academic Affairs:

*[Signature]* Signature *7/17/18* Date

**UNIT STANDARDS  
DEPARTMENT OF BIOMEDICAL AND PHARMACEUTICAL SCIENCES  
COLLEGE OF HEALTH PROFESSIONS AND BIOMEDICAL SCIENCES  
THE UNIVERSITY OF MONTANA**

**Preface:** The following document contains the Unit Standards of the Department of Biomedical and Pharmaceutical Sciences (BMED). This document does not stand-alone. It must be consistent, and applied in conjunction, with the current Collective Bargaining Agreement (CBA) between the University Faculty Association (UFA) and the Montana University System (MUS). In the event of any omissions or inconsistencies, the terms of the CBA shall be applicable and prevail. If a new CBA is negotiated subsequent to the approval of these Unit Standards and that CBA provides for a procedure or stipulation of actions that is not in agreement with the provisions of these Unit Standards, then the CBA will hold precedence. Consistent with the CBA, renewal of, and revisions to the Unit Standards will originate from the BMED Unit Standards Committee. The purpose of the Faculty Evaluation Committee (FEC) is faculty peer evaluation, generation of reports for subsequent evaluation by the BMED Chair, the Dean of the College of Health Professions and Biomedical Sciences (CHPBS) and finally the University of Montana (UM) Provost. Unless otherwise stated, approval votes as stated below in the BMED Unit Standards shall be by simple majority of a quorum, where a quorum consists of at least 50% of all eligible voters.

The Department (BMED) shall demonstrate a consistent and abiding commitment to advancing diversity based on ethnicity and gender in all faculty ranks throughout all procedures contained herein and during consideration and adoption of all polices.

## **I. PREPARATION, APPROVAL, AND REVISION OF UNIT STANDARDS**

Preparation, approval, and revision of Unit Standards shall be consistent with the current CBA and originate from the BMED Unit Standards Committee. That committee shall consist of all tenured and tenure-track faculty holding at least a 0.5 academic appointment in BMED as voting members. The BMED Unit Standards Committee shall elect a Chair from among its members. The committee may appoint subcommittees to draft new Unit Standards or amendments that are all subject to final approval by a majority vote of the full BMED Unit Standards Committee. Preparation and amendment of the Unit Standards shall be a consensual project of, and subject to approval by the full BMED Unit Standards Committee, the Department Chairperson, the CHPBS Dean, the University Standards Committee, and the Provost. The final draft of the BMED Unit Standards must be approved by the BMED Unit Standards Committee to complete enactment. Failure to agree on BMED Unit Standards issues will result in arbitration by an ad hoc committee as defined in the current CBA.

## **II. PROCEDURES FOR TENURE, PROMOTION, RETENTION, AND SALARY EVALUATION**

### **A. INDIVIDUAL PERFORMANCE RECORDS**

All BMED faculty scheduled or seeking an evaluation shall prepare an Individual Performance Record (IPR) that may include any materials they choose so long as the information is accurate, organized and within the evaluation period. To aid the FEC in producing timely, accurate evaluations and to assure compliance with the CBA, the FEC strongly suggests that the faculty submit an IPR including a minimum of:

A requested FEC action/recommendation, e.g. a desired salary increment, promotion or tenure award.

A summarized, tabular record of prior evaluations including dates for tenure award, promotions and salary increments.

Teaching evaluations, where each faculty member must have at least one course undergo student evaluation (per CBA 10.220) for each semester they teach. A summary of the student evaluation results and the Student Evaluation Committee (SEC) evaluation results must both be included in the IPR. Faculty teaching in the professional pharmacy program must include student evaluation results for at least one professional pharmacy course for any semester that they teach within the program.

A list of all courses taught and contact hours during the evaluation period in tabular format;

A summary of scholarly activities;

A summary of service activities; and

A current curriculum vitae (CV).

Overall, the IPR should contain the faculty member's contributions to each of the three main categories: teaching, scholarly activity, and service. Although any individual materials may be included in the IPR, items that may assist FEC evaluation could include: a. additional teaching evaluation data including student written comments and/or in-class evaluation by faculty peers; b. cover pages of published articles or submitted grant applications; c. email or hardcopy recognition as reviewer (journals, review panels, etc.); d. photocopy or email of award recognition for teaching, research and/or service, e. notice of a grant award cover page; f. syllabi of new courses developed, g. email status of manuscripts in review, accepted, or in press; h. election to a local, regional or national organization; i. tabular summary of internal and institutional committee work inclusive of effort; j. community service and contributions.

Faculty in their first year of service at the University of Montana and those on a terminal year contract are not required to prepare nor submit an IPR. Faculty requesting a merit increment or promotion should include performance data dating from the award of their last merit award or promotion (up to seven years) in their IPR. Note that the individual faculty member is responsible for their IPR in terms of its accuracy, contents and format; and for compliance with the CBA and BMED unit standards.

## B. FACULTY EVALUATION COMMITTEE

The BMED Chair shall call for the FEC to elect a Chair by September 15<sup>th</sup> of each year. The Faculty Evaluation Committee (FEC) shall consist of tenured and tenure-track faculty in BMED with procedures consistent with Section 10.230 of the CBA. New tenure-track faculty hires in their initial year of service within the unit may choose to only observe, and thus may be appointed as a non-voting member of the FEC. Faculty evaluations for promotion, tenure, salary determination, or recommendation for retention shall be consistent with the BMED Unit Standards and the CBA and, therefore, the FEC Chair shall work with a BMED UFA representative to assure compliance.

## C. FEC PROCEDURES

The FEC shall:

1. Appoint one student observer as a non-voting committee member in accordance with the CBA.

2. Distribute a list of all faculty eligible for evaluation and then develop and implement a schedule to ensure timely and proper completion of all evaluations.
3. Inform all FEC members of the schedule and proper procedures for faculty evaluation including current copies of the BMED Unit Standards and the CBA.
4. Collect an IPR from each faculty member due for evaluation by the October 15th due date. However, the ultimate responsibility for a proper, complete IPR submission by the due date lies with each faculty member due for evaluation.
5. Any documents solicited from an outside source to be used in the evaluation by the FEC, which were not included by the faculty member in the IPR, must be submitted through the FEC chair with the approval of the FEC. The subject faculty member then has all rights included in the CBA to respond, in writing, to the document within 10 working days. The full FEC shall then consider the external document, and any faculty response, in the context of all other materials in the IPR. No anonymous materials can be added into the IPR; all materials must be signed.
6. Appoint evaluation subcommittees and assign faculty evaluations as necessary. Faculty may appeal their subcommittee assignments to the FEC Chair, but the FEC Chair shall ultimately make the necessary assignments. A Tenure and Promotion Subcommittee consisting of three to five tenured BMED faculty with the rank of Professor or Associate Professor shall evaluate all BMED candidates requesting continuous tenure or promotion.
7. Distribute IPRs to the subcommittees for evaluation. All subcommittees must use the same FEC procedures that are consistent with the BMED Unit Standards to fairly evaluate each faculty member.
8. Collect written drafts of the evaluations from subcommittees and ensure that they are accurate and in a consistent, proper format for review by the full FEC.
9. Schedule and conduct FEC meetings according to proper procedures.
10. FEC voting will be by unsigned, anonymous paper ballot with all motions carried by a simple majority of those present. The ballots for each vote shall be counted by the FEC Chair and then recounted by one other FEC member for confirmation. No record or other information relative to an individual committee member's vote shall be maintained or provided.
11. Each individual will be provided with a written copy of the final FEC evaluation before it is forwarded to the Chairperson of the Department. Consistent with the CBA (10.230) any faculty member within ten days of receipt of their evaluation may submit a written appeal to the full FEC for reconsideration.
12. Collect the final, FEC approved evaluations, sign and forward them to the BMED Chair by the November 15th due date.
13. The FEC shall provide written justification for any less-than normal recommendations.

#### D. FACULTY RIGHTS (FOR EVALUATION)

BMED faculty should consult the CBA (10.000) or contact their BMED, UFA representative for further information regarding faculty evaluation procedures, rights and requirements. All documentation related to each faculty member's evaluation shall be in compliance with the current BMED Unit Standards and CBA, and available for the faculty member's review. The faculty member shall have the right to challenge any of the documentary evidence and appeal

the FEC evaluation to the full FEC. Each faculty member shall sign the recommendations of the FEC and SEC to indicate that they have been read. The signature in no way should be construed as an agreement with or endorsement of the recommendations by the faculty member. The faculty member cannot alter the document, only agree that they have read it. The appeals process is delineated in the CBA (10.230).

Based on either the FEC report or the Chair's recommendations, and before forwarding a recommendation to the CHPBS Dean, the BMED Chair shall meet with each faculty member recommended for a merit increment, continuous tenure, promotion, or less-than-normal rating in any of the primary performance areas, to discuss their evaluation and recommendations. Preferably, the BMED chair should meet annually with each faculty member to discuss their work assignments and individual progress.

#### E. CHAIRPERSON EVALUATION

The BMED Chair evaluation shall be conducted in a manner consistent with the CBA. The BMED Chair shall submit an IPR and be evaluated as a regular faculty member through the normal FEC process based on their rank and appointment in BMED. The FEC shall take into consideration that assigned (Chair) duties may result in reduced productivity in teaching, scholarly activity, or service.

Second, the school or college Dean shall evaluate the BMED Chair based on departmental administrative performance (CBA 16.240).

The BMED Chair shall submit an annual report to the BMED faculty encompassing a departmental performance record that includes: performance of specific BMED programs, fiscal/financial performance and status of the department, and overall departmental performance in teaching, scholarly activity and service. Complete and accurate performance data for all criteria should be included or provided to any BMED faculty upon request.

#### F. STUDENT EVALUATIONS

Per Section 10.220 of the CBA, the Student Evaluation Committee (SEC) shall consist of 3 to 7 students in the pharmacy program or graduate students in BMED programs. The BMED chair shall appoint the SEC student members and designate one faculty member observer by September 15<sup>th</sup>. The SEC shall elect a chair from its voting members. All faculty must submit student course evaluation data to the SEC (II.A.1) for evaluation regardless of whether they are due for FEC review. Should the SEC fail to produce faculty evaluations in a timely manner, the process shall continue absent the SEC materials.

#### G. EVALUATION PERIODS

Evaluation periods range from one to three years (CBA section 10.340). An IPR "year" shall include both academic semesters and the interim periods (summer and winter, etc.) from the first day of the fall semester to the beginning of the following fall semester approximating 365 days (CBA 10.210). Associate Professors shall be evaluated every two years and Full Professors every three years; all other faculty are evaluated annually (CBA 10.340). The FEC Chair will schedule the evaluation when a faculty member submits an IPR to the FEC in accordance with the BMED Unit Standards and the CBA by October 15<sup>th</sup> or as stated in the

applicable CBA. The IPR is, therefore, a compilation of documented performance activities during an evaluation period of one to three years.

#### H. FACULTY EVALUATION ELIGIBILITY AND TIME COURSE OF EVALUATION

Any faculty member with an appointment of 0.5 FTE or above may request an evaluation. Evaluation requests shall originate from the faculty member and must be submitted in writing to the FEC Chair.

All non-tenurable faculty that are eligible must be evaluated annually in accordance with the procedures for faculty evaluation outlined in the BMED Unit Standards and the CBA (9.110; 10.340). Eligible non-tenurable faculty are defined as adjunct, lecturer, clinical faculty, research faculty, and visiting faculty at any rank that is 0.5 FTE or greater for the previous evaluation year.

Lecturers may receive performance increases and recognition as a Distinguished Lecturer, but they are not eligible for promotion. Research faculty are eligible for performance increases and promotion, but not for tenure. They are eligible for multiyear contracts (per CBA 9.110) where continuation of their multiyear contract and compensation are contingent upon grants, contracts, and other funding sources. Non-tenured faculty may be eligible for outstanding performance or other meritorious pay increases aside from CBA 13.240. Therefore, the FEC may recommend "merit" or outstanding performance increases as part of the evaluation for non-tenurable faculty. The source of funds for such non-tenure "merits" are at the discretion of the administration, consistent with the CBA.

#### III. TEACHING, SCHOLARSHIP, AND SERVICE STANDARDS

Teaching, scholarship and service performance shall be assessed by both qualitative and quantitative criteria based on the workload assigned by the CHPBS Dean in consultation with the BMED Chair and faculty member (CBA 6.210). The distribution of teaching assignments shall be in accordance with the expected outcomes for the tenurable or non-tenurable faculty member. The proportion of effort in each area is expected to vary with the individual faculty member and for evaluation purposes greater than average activity in one area may be acceptable in lieu of reduced activity in another area.

Faculty are expected to conduct themselves in a professional manner in fulfilling their teaching, scholarly activity and/or service obligations and assignments. The FEC and the BMED Chair shall consider professionalism in evaluation of the faculty's IPR per CBA 6.200. Each BMED faculty member is expected to participate in the work of the unit through BMED or CHPBMS committee service and to support its professional standing by regularly attending departmental meetings and seminars (unless excused), and by fully participating the FEC process (unless excused). Attendance at these events represents a necessary part of shared governance and participation in the training of the next generation of faculty. Failure to meet professional standards in this manner could limit an award of merit, or promotion.

#### A. UNIT STANDARDS FOR PERFORMANCE IN TEACHING

General Considerations and Guidelines. Quality in teaching is crucial to the mission of BMED and the College. For faculty teaching performance to be evaluated as **NORMAL**, the faculty must provide evidence that those courses are received satisfactorily by students (e.g. course and/or SEC evaluations) and the content is consistent with the curricular and programmatic

goals of the Department, the Skaggs School of Pharmacy and the College. The candidate must also perform an appropriate share of student advising and do so competently.

To receive an evaluation of above normal, teaching must exceed the standards for normal teaching. A consistent pattern of excellent teaching evaluations or additional evidence of teaching excellence can support an **ABOVE NORMAL** recommendation.

Performance in teaching will be deemed to be of an **ABOVE NORMAL** standard where the faculty member's performance significantly exceeded the requirements for a normal performance standard. While determination of an above normal standard of performance is made on a case-by-case basis by the FEC, evidence of having achieved such a level of performance may include:

- carrying a teaching load relatively larger than expected within the Unit;
- teaching in classes that require exceptionally rigorous or lengthy preparation time (e.g. classes with a significant lab element)
- obtaining "very good" or "excellent" student evaluations in most classes;
- teaching a required class outside of the faculty member's area of expertise;
- developing and teaching a new class that enhances the university curriculum;
- improving an existing class through incorporation of additional relevant material, new projects, assignments and field-trips;
- incorporating new, innovative and effective instructional techniques beyond the traditional lecture-based format;

Performance in teaching will be deemed to be of an **OUTSTANDING** standard where the faculty member's performance was at an exceptional level. Determination of an outstanding standard of performance is made on a case-by-case basis by the FEC. Additional contributions (listed above) should be substantial enough to warrant an Outstanding evaluation, versus Above Normal.

## B. UNIT STANDARDS FOR PERFORMANCE IN SCHOLARSHIP

General Considerations and Guidelines. Appointment to a BMED faculty position and subsequent steps toward promotion and tenure require a significant contribution of the faculty member to his or her field of research and scholarship. All tenurable and tenured faculty members in BMED are expected to perform scholarly activities, to contribute to the peer-reviewed literature, and compete for extramural funding. It is recognized that an individual research record varies with rank and discipline within BMED; however, demonstration of continued productivity is important at the time of evaluation. Normal performance shall be based on a continuous effort with evidence of significant achievements that may include, but are not limited to:

- Publication of research and professional articles and reviews in trade, scientific, and professional journals. Publications in refereed journals are accepted as works of scholarly activity, whereas other publications are judged on their merit
- Publication of books, book reviews, and monographs or portions therein
- Significant translational activities including a provisional patent, patent licensing agreement, etc.

- Presentation of research papers, poster sessions, and invited lectures/ seminars
- Grants and contracts for original research, to improve teaching efficacy, or to develop innovative programs
- Directing undergraduate and graduate student research
- Active participation and/or presentation in symposia, colloquia, and conferences
- Receipt of awards, honor, or fellowships
- Grant reviewing and article refereeing
- Service on boards or commissions devoted to scholarly inquiry

ABOVE NORMAL performance in scholarly activity shall exceed the Normal evaluation standard by FEC recognition of substantial scholarly contributions (above). This may include publishing (qualitatively or quantitatively) more than most BMED faculty or by obtaining funding for a productive research program. OUTSTANDING performance in scholarly activity shall exceed the Above Normal standard by FEC recognition of substantial scholarly contributions (above) that distinguish the department and University. This may include publishing (qualitatively or quantitatively) more than most BMED faculty or by obtaining significant funding for a productive research program.

#### C. STANDARD FOR PERFORMANCE IN SERVICE

Each faculty member is expected to assume some share of the burden of departmental and University service. Service to the profession and to the community are necessary as well.

Normal service shall consist of a proportionate share of departmental service (e.g., serving on the FEC and assisting with administrative tasks delegated by the department chair), university service, and professional service that enhances the faculty/departmental/ University standing abroad (e.g., serving as a referee for a journal).

One's service shall be considered Above Normal if in addition to Normal service one undertakes considerable additional service (e.g., serving on very demanding committees, serving as department chair, undertaking a large amount of departmental service, or professional service).

One's service shall be considered Outstanding if one displays model professional, departmental and/or university service. This ranking shall be reserved for exceptional amounts of service that is exceptionally noteworthy in advancing the mission of the Department or University.

#### IV. PROMOTION, TENURE AND SALARY DETERMINATIONS

Recommendations for merit increments are limited to faculty appointed as tenurable or tenured. Performance increases may be recommended for lecturers and research faculty. The FEC, the individual faculty member being evaluated, any FEC committee member, the BMED Chair, or the CHPBS Dean may initiate merit recommendations. Recommendations for promotion are limited to faculty that are appointed as tenurable, tenured or research. Lecturers may receive performance increases and recognition as a Distinguished Lecturer, but they may not be promoted. Research faculty are eligible for promotion, but not for tenure, so their continued appointment and compensation are contingent upon grants, contracts, or alternative funding



sources. Research faculty and other, non-tenurable faculty shall receive evaluations of “satisfactory” or “unsatisfactory”.

For evaluating promotion to associate professor or full professor, or for the tenure application, the FEC may conduct an external review with solicitation of letters/reviews for inclusion in the IPR that must be signed (may not be anonymous; CBA 10.230). The letters should be provided by the candidate and/or solicited by the FEC. External letters should be from leaders in the candidate’s field and chosen for their ability to objectively evaluate the body of scholarly work, teaching and service in the IPR. Careful consideration should be given to minimizing conflict of interest when choosing evaluators. Per CBA 10.210, faculty have the right to respond in writing to any letter included in the IPR.

The faculty member must possess a terminal degree for promotion or tenure. In BMED the terminal degree is a doctorate or equivalent degree in a discipline approved at hiring. The following Departmental requirements must be met to minimally qualify for the respective types of advancement.

**A. PROMOTION TO ASSOCIATE PROFESSOR:**

1. Four (4) or more years in rank as Assistant Professor are required prior to the date of promotion to Associate Professor, including time in rank accrued prior to appointment to Assistant Professor according to the faculty member’s letter of appointment. (Applicants in BMED may apply for Tenure and Promotion to Associate Professor concurrently; see section IV.C below. For faculty members who elect to apply for Tenure and Promotion to Associate Professor concurrently, the Tenure and Promotion Subcommittee request for external reviews may apply to both applications.)
2. Clear demonstration of professional growth in teaching over the duration of the evaluation period.
3. Clear demonstration of professional growth in scholarly activity over the duration of the evaluation period as demonstrated by publications/scholarly product and research grant funding.

**B. PROMOTION TO PROFESSOR:**

1. Five (5) or more years in rank as Associate Professor prior to the date of promotion.
2. Clear demonstration of continued professional growth in teaching.
3. Clear demonstration of national recognition in scholarly activity as demonstrated by publications/scholarly product and research grant funding.
4. No faculty member may be promoted to full professor on the basis of competence and contributions to teaching and service alone (CBA Section 10.110.1.d).

**C. APPLICATION FOR TENURE:**

Five (5) or more years of credited service toward tenure are required prior to the date of tenure award. It is possible to be promoted to Associate Professor prior to being awarded Tenure, or

the Associate Professor promotion and Tenure evaluation can be concurrent. However, promotion to Associate Professor does not guarantee an award of Tenure.

For award of Tenure, the performance standards for a normal evaluation in each of teaching, scholarly activity and service in section III must be met or exceeded. In addition to competency in teaching and service, professional growth, activity, and prospects shall be demonstrated by scholarly publication or appropriate recognition for creative works; involvement in continuing education programs; participation in professional societies; receipt of grants, contracts, fellowships, and other awards; and/or direction of student research (CBA 10.110).

#### **D. SALARY DETERMINATIONS**

##### **1. MERIT**

Merit considerations will be based upon above normal performance in at least two of the three areas of teaching, scholarly activity, and service, and normal performance in the remaining area; or outstanding or special recognition in at least one of these areas and normal performance in the remaining areas of assigned duties.

##### **2. NORMAL INCREMENT**

The performance of most faculty members will be evaluated as normal. They will be expected to grow in academic stature and prestige. All faculty who teach should demonstrate evidence of teaching quality and/or effectiveness. Annual scholarly activity is expected as is a service component that is documentable.

##### **3. LESS-THAN-NORMAL**

Within the constraints imposed by the CBA, the absence of any performance or poor performance of assigned responsibilities within the scope of employment may form the basis for a recommendation of a less-than-normal increment. Such a recommendation must be accompanied by written justification.

##### **4. NON-RENEWAL OF CONTRACT**

Employment may be discontinued in the event the employer elects not to renew a probationary appointment for an additional term consistent with the provisions of the BMED unit standards and the CBA (18.900).

##### **5. PROBATIONARY APPOINTMENTS**

A probationary appointee has the right to serve the specified term of the appointment and can be discharged only in accordance with defined CBA procedures.

#### **V. PROCEDURES RELEVANT TO NON-TENURE TRACK FACULTY**

##### **A. EVALUATION**

Non-tenure track (NTT) faculty (e.g. lecturers, adjunct faculty, clinical faculty, research faculty, and visiting faculty) shall be evaluated on an annual basis, consistent with the CBA (9.110, 10.340) and using the following guidelines:

## B. DESIGNATION OF SATISFACTORY OR UNSATISFACTORY PERFORMANCE

In the case of contractually designated appointments, determination of satisfactory or unsatisfactory performance by the FEC shall be based upon the faculty's letter of appointment and evidence of contributions to his/her profession as documented in the faculty's IPR. For research faculty, satisfactory performance shall be judged according to the faculty's commitment to building an active research program that includes those performance measures of scholarly activity indicated above (Section III.B). While the dollar amount of research grants and the number of research grants awarded is indicative of a productive research program, a sustained effort to acquire extramural funding should also be viewed as a positive effort to enhance an individual's scholarly activity. For lecturers and adjunct instructors, satisfactory performance in teaching shall be based upon teaching activities and evidence of teaching quality and effectiveness.

## C. PROMOTION

In the case of contractually designated research appointments that involve little or no teaching or service responsibilities, promotion requires recognition by the faculty that the individual is capable of effective scholarly activity, research productivity, and development in their area of specialization. Scholarly work shall be considered significant if it is published where it is widely accessible to the profession, if it is judged important by nationally recognized authorities in the candidate's field, and if it demonstrates the ability of the individual to direct graduate level research.

Promotion to Research Associate Professor requires four or more years of service in rank as Assistant Professor prior to the date of promotion (application may be made during the fourth year in rank; exceptions may be negotiated at the time of hire for faculty members who have prior experience at other institutions). Scholarly activity for promotion to the rank of Research Associate Professor shall demonstrate sustained research productivity (grants, publications, etc.), an increasingly valuable contribution to the Unit and the University, a prior record of satisfactory FEC evaluations (if applicable), and national recognition as a scholar-scientist. The completion of the required number of years in rank shall not by itself be grounds for promotion.

Promotion to Research Professor requires five or more years in rank as an Associate Professor prior to the date of promotion (application may be made during the fifth year in rank). A clear demonstration of sustained professional productivity through publications, long-term grant support with a prior record of satisfactory and "merit" (or other recognition of outstanding performance) evaluations from the FEC (if applicable), and national recognition as a leader in their field are necessary. The completion of the required number of years in rank shall not by itself be grounds for promotion.

## D. PERFORMANCE INCREASES

Non-tenure track faculty are eligible for performance increases per recommendation from the FEC, Chair or Dean, from funding sources other than the tenure pool provided by CBA 13.240 (section III.A above). In the case of contractually designated research appointments that involve

little or no teaching or service responsibilities, the performance award recognizes especially strong contributions in scholarly activity. In the case of contractually designated non-tenure line faculty teaching appointments that involve little or no scholarly activity or service responsibilities, the teaching standards indicated above for tenure track faculty shall be applicable for FEC consideration of performance increases.