

College of Business
College of Business Faculty Status Committee Standards
Effective January 1, 2019

I. Guiding Philosophy

The process of evaluating contributions of faculty should be a positive and motivating endeavor, and not rely on formulaic models or discrete evaluation categories. This process should encourage faculty to contribute to achieving the mission of the department, college, and university.

II. College of Business Mission

Within Illinois State University's College of Business, through our shared commitment to excellence in learning, we prepare students to become skilled business professionals who think critically, behave ethically, and make significant contributions to organizations, communities, and our global society.

III. Goals to Accomplish Our Mission

It is through our teaching, intellectual contributions, and service that we achieve our mission. As an institution emphasizing excellence in teaching, the College of Business seeks to recruit, develop, and support motivated faculty who are active teacher-scholars in their fields.

Teaching: We pursue teaching excellence through a student-centered focus, developing and enhancing students' continuous learning skills by educating them in business theory and its application to business practice. We achieve this student-centered focus by actively involving students, creating a small-class atmosphere, maintaining access to instructors, encouraging innovative methodologies, and by continuously improving our curricula.

Intellectual Contributions: In addition to basic research, the College values applied research and instructional development as intellectual contributions that help students see the relevancy of theory to business practice.

Service: By our service, the faculty and staff are role models for students through contributions to the university, the community and their profession. Faculty and staff represent the college through involvement in university committees and our professional service enhances the visibility and reputation of our college.

Accreditation: The College of Business is accredited by AACSB International; the Accounting program is separately accredited. The college is committed to maintaining these important accreditations. Accordingly, DFSC policies should articulate expectations for performance that will enable the college to continue to maintain these accreditations.

IV. CFSC: Membership, Elections, Terms, and Procedures

1. The CFSC shall be composed of one tenured faculty member from each of the four departments and the Dean of the College of Business.

2. The Dean of the college shall be an ex-officio voting member and Chairperson of the CFSC. At the beginning of each fall semester a vice-chairperson shall be elected from among its members.
3. A minimum of two candidates from each of the four departments shall be nominated by faculty who hold tenured or probationary (tenure-track) appointments. Election of nominees shall be at large by the college's tenured and probationary (tenure-track) faculty.
4. CFSC members' terms are two years. Terms of the members from each of the four departments are staggered. Therefore, two departmental members are elected each year.
5. Mid-term vacancies shall be filled by election as specified in IV.3 of these standards. The newly-elected member shall serve to the end of the uncompleted term.
6. No faculty member may serve for more than two consecutive full terms on the CFSC. Those elected to fill partial terms may serve up to two additional full terms.
7. Elections to determine membership on the CFSC shall normally be held before April 15. Terms of office normally commence with the start of the fall semester.
8. Official records of the CFSC shall be kept in the Office of the Dean.

V. Goals of the Evaluation Process

The Department Faculty Status Committee (DFSC) mission, goals, policies, and procedures should clearly communicate departmental performance expectations including the expectation that all faculty maintain a level of intellectual contributions sufficient to be viewed as Academically Qualified by AACSB International. The evaluation of faculty should be explicitly linked to those expectations and should allow for flexibility. It should be based on the individual faculty member's short-term and long-term career goals and accomplishments in relationship to the department, college, and University mission.

If appropriate, the annual evaluations should provide developmental feedback. For probationary (tenure-track) faculty or those working toward promotion, the annual evaluation must explicitly address the faculty member's progress toward tenure and/or promotion, and communicate areas in which development or improvement is needed.

The evaluation process should recognize intermediate outcomes in addition to completed outcomes. The approach used by the department to evaluate and reward multi-year contributions should be clearly explained. Departments should provide stability and consistency in the interpretation and application of standards. The chairperson is important in achieving this goal, since she or he is the collective memory of the DFSC. As a starting point in the evaluative process, the chair may take the lead by preparing, for consideration by other DFSC members, salary, promotion, tenure, and retention recommendations for each departmental faculty member.

The evaluation of faculty contributions and accomplishments should emphasize quality in addition to quantity. Furthermore, multiple measures of quality should be used. (For examples of such measures, see pages 60-64 of the *Faculty Appointment, Salary, Promotion and Tenure Poli-*

cies.) For teaching, students should have the opportunity to provide reactions to teaching performance in each class, including summer courses. However, in evaluating teaching, each department shall consider additional measures of quality, thus avoiding an over-reliance on student responses. For intellectual contributions, this should include careful reading of scholarly and creative work to evaluate quality, contributions to the field, and the extensiveness of the project. In the evaluation of service, departments should focus on the significance and quality of, and time required by, a faculty member's university and professional service.

VI. Promotion and Tenure

In order to qualify for promotion or tenure, a faculty member must exhibit and document sustained and consistent high quality performance in all faculty roles. The documentation should include a concise narrative interpreting the materials presented in the candidate's portfolio of teaching, scholarly and creative work, and service accomplishments and goals. The portfolio should also include the candidate's philosophy on and contributions made in teaching, scholarly and creative work, and service.

VII. Recusal Policy

The college adopts the following recusal policy pertaining to the CFSC: CFSC members shall neither participate in nor vote at ASPT deliberations (including appeals) involving individuals from their own department/school.

VIII. Faculty Rights

If disciplinary actions are initiated against a faculty member in the college, and recusals result in a CFSC of less than five members, the CFSC shall be replenished to a minimum of 5 members through mechanism (a) as stated in Section XII.B.3 of the University ASPT policy document, and printed below:

- (a) selection of replacements for the elected members from a pool of past members of the CFSC (first by membership in the college division from which the recused member(s) were elected, if applicable; next by most recent past year of service on the CFSC; and finally by years in service) and not from the department in which the faculty member being considered for discipline is appointed and who are not themselves deemed disqualified for bias, conflict of interest, or conflict of commitment.

If the Dean is recused from the disciplinary proceedings, the Dean will designate substitutes and the order they will succeed one another in case of conflict or lack of availability annually on July 1 in accordance with Section XII.B.3 of the University ASPT policy document

Approved by COB Faculty Vote February 8, 2019

Approved by the University Review Committee, February 8, 2019