

January, 2018

COLLEGE OF DESIGN

Portland Faculty Assignment Criteria & Process

PREAMBLE:

The College of Design supports the UO Portland Vision, and mirrors the UO Portland Vision's desire to run distinctive graduate/professional degree programs that are connected with and actively engage the unique resources available to UO Portland, including:

- Providing students with critical experiential learning through access to cutting-edge industry expertise, mentoring, and networking opportunities in the economic center of our state.
- Driving economic and social progress through research and collaboration with industry and governmental leaders.
- Utilizing the Portland region and UO Portland facilities as an expansive urban laboratory.
- Building and contributing to strategic alliances with civic, philanthropic, business, community, cultural, and educational institutions in the region.
- Facilitating and enhancing the collaboration of both students and faculty between our Portland and Eugene campuses.

Given the size, profile, fiscal and reputational impact of College of Design's Portland based programs, it is necessary to ensure that all individuals in these programs meet the standards of the university and contribute to the UO Portland vision and mission in material ways. This document describes the manner in which tenure-track and tenured faculty will be evaluated to determine their eligibility to have a primary or other appointment as a tenure related faculty member assigned to a Portland based program. This document does not apply to other faculty classifications.

While all programs within the College of Design serve the University's priorities of providing access, excellence, and experience through our scholarship and teaching, individual programs have differentiated needs and requirements. As warranted, individual programs may deploy differentiated criteria, processes, and/or methods to assess and align faculty assignments with these programs, including when these programs are part of a larger department, school, or discipline. The following criteria and processes reflect a need to differentiate the types of requirements faculty members need to meet in the College of Design's Portland based programs in order to ensure success for both the programs and the faculty members and students involved.

Based on administrative need, the University of Oregon has the ability to assign its faculty members to different geographic locations and office spaces. For example, faculty members can be assigned to work at the university's primary location in Eugene, Oregon. Or, in some instances, faculty members may be assigned to work at the university's Portland, Oregon location. Although the following criteria and processes describe how the College of Design will establish eligibility for certain types of assignments related to the college's Portland based programs, nothing in this document supersedes the university's right to reassign faculty to a different location based on administrative need.

RATIONALE:

Due to the substantially smaller quantity of faculty positions that are based with our Portland programs, these positions have a significant amount of influence on program content and quality, student experience, overall enrollment, external reputation of program quality, external reputation of research productivity and influence, and relationships with our largest base of professional partners.

CRITERIA:

Preamble – The Portland programs offer unique opportunities for faculty research and teaching, where the city and its communities serve as a lab to enhance the college’s national and international reputation and presence. It is therefore critical that Portland based faculty make optimal use of this resource when assigned to the program.

Research

Research criteria include:

- Consistent and current record of excellence in scholarship (including professional and creative practice) that connects with the UO Portland vision and mission in a meaningful and impactful way, and that is disseminated through high-caliber venues of national or international standing.
- Strong record of externally sponsored research, at a level appropriate to the discipline.
- Significant academic and/or professional impact as evidenced by external awards, fellowships, and/or prizes.

Teaching

Teaching criteria include:

- Courses are consistently updated to incorporate new scholarship and developments in the profession and discipline.
- Course content is research led, and explicitly incorporates and engages with social and cultural diversity.
- Course methods reflect continuous pedagogic innovation and revision.
- As appropriate, courses engage Portland’s professional communities.
- As appropriate, courses collaborate with other UO or Portland based academic programs.
- Pedagogic and/or educational impact as evidenced by external awards and recognitions.
- Positive teaching evaluations.

Service

Service criteria include:

- Engagement with and meaningful contributions to Portland’s professional communities.
- Active and productive contributions to the program, department/school, and UO Portland academic community.

Equity and Inclusion

Actions and statements that demonstrate a commitment to equity and inclusion as it relates to research, teaching, and/or service.

RESIDENT FACULTY:

Resident faculty members are assigned to the Portland campus as their primary location and are expected to continue that ongoing assignment, subject to both the needs of the department and successful evaluation as outlined below. All resident faculty members will have an MOU on file documenting the key points of their resident appointments.

Process

New Appointments:

Faculty members applying to be Resident Faculty will submit an activity report, curriculum vitae, and a two to three-page narrative self-evaluation of their performance as it specifically relates to the criteria above. Prior work must either meet standards defined above or support a position that, based upon prior performance, the individual can be expected to meet these standards during the duration of the appointment. Those documents are reviewed by a committee appointed by the Dean composed of the relevant Head of School and at least two other faculty members (Evaluation Committee) in consultation with the College's Faculty Personnel Committee. The Evaluation Committee will provide a written assessment of all criteria, an overall assessment of each dimension of the criteria, and a recommendation of the individual's eligibility to be assigned, or continue to be assigned, as resident faculty in the Portland program. Evaluation Committee recommendations are provided to the Dean and the faculty member applying for the position. The faculty member can review the materials submitted to the Dean and provide a written rebuttal to the Dean within ten days of receiving the recommendation. The Dean will review any submitted rebuttal and either verify the written evaluation or provide a written amendment to the evaluation. The Dean will make the final determination on a faculty member's eligibility to be assigned as resident faculty in the Portland program. If the Dean makes a decision that is different from the Evaluation Committee's recommendation, the Dean will document a reason for the Dean's decision in the Dean's file and share with the faculty member concerned.

Review of Existing Appointments:

Faculty members in existing Resident Faculty appointments will be reassessed every three years for continued eligibility to maintain resident status. The continuation of a resident faculty member's appointment must be preceded by a successful review of this sort. Faculty members will receive a minimum of two weeks' advance notice of an upcoming review, and will submit an activity report, curriculum vitae, and a two to three-page narrative self-evaluation of their performance as it specifically relates

to the criteria above. Those documents are reviewed by a committee appointed by the Dean composed of the relevant Head of School and at least two other faculty members (Evaluation Committee) in consultation with the College's Faculty Personnel Committee. The Evaluation Committee will provide a written assessment of all criteria, an overall assessment of each dimension of the criteria, and a recommendation of the individual's eligibility to be assigned, or continue to be assigned, as resident faculty in the Portland program. Evaluation Committee recommendations are provided to the Dean and the faculty member applying for the position. The faculty member can review the materials submitted to the Dean and provide a written rebuttal to the Dean within ten days of receiving the recommendation. The Dean will review any submitted rebuttal and either verify the written evaluation or provide a written amendment to the evaluation. The Dean will make the final determination on a faculty member's eligibility to continue to be assigned as resident faculty in the Portland program. If the Dean makes a decision that is different from the Evaluation Committee's recommendation, the Dean will document a reason for the Dean's decision in the Dean's file and share with the faculty member concerned.

Application of Criteria

As resident faculty members have the greatest amount of influence on the program, they are evaluated against the full set of criteria, and are expected to maintain satisfactory performance in each dimension of Research, Teaching, Service, and Equity and Inclusion as outlined above in order to continue on in Portland. Overall performance in each area is assessed based on the preponderance of evidence relevant to the criteria. The application of criteria relies upon the academic judgment of the evaluator(s) in making final determinations of performance.

LIMITED DURATION FACULTY:

These faculty members are assigned to the Portland campus as their primary location for a limited duration (typically 1-3 years), as determined by an MOU with the faculty member.

Process

Faculty who wish to be assigned to Portland for a limited duration appointment must submit a CV and research and/or teaching based proposal that connects with the above criteria. Prior work must either meet standards defined above or support a position that, based upon prior performance, the individual can be expected to meet these standards during the duration of the appointment. Those documents are reviewed by a committee appointed by the Dean composed of the relevant Head of School and at least two other faculty members (Evaluation Committee) in consultation with the College's Faculty Personnel Committee. The Evaluation Committee will provide a written assessment of all criteria, an overall assessment of each dimension of the criteria, the submitted proposal and a recommendation of the individual's eligibility to be assigned, or continue to be assigned, as limited duration faculty in the Portland program. Evaluation Committee recommendations are provided to the Dean

and the faculty member applying for the position. The faculty member can review the materials submitted to the Dean and provide a written rebuttal to the Dean within ten days of receiving the recommendation. The Dean will review any submitted rebuttal and either verify the written evaluation or provide a written amendment to the evaluation. The Dean will make the final determination on a faculty member's eligibility to be assigned or continue to be assigned as limited duration faculty in the Portland program. If the Dean makes a decision that is different from the Evaluation Committee's recommendation, the Dean will document a reason for the Dean's decision in the Dean's file and share with the faculty member concerned. Limited Duration Faculty wishing to continue an appointment beyond the original duration stipulated in the MOU must submit a new application per the above process to receive a reappointment to the program.

Application of Criteria

As these faculty members have substantial influence on the program, they are evaluated against the full set of criteria and their proposal, and are expected to maintain satisfactory performance in each dimension of Research, Teaching, Service, and Equity and Inclusion as outlined above in order to continue on in Portland. Overall performance in each area is assessed based on the preponderance of evidence relevant to the criteria. The application of criteria relies upon the academic judgment of the evaluator(s) in making final determinations of performance.

AD HOC TEACHING APPOINTMENT:

Giving consideration to meeting the programmatic needs of Portland based programs, department heads, as the Dean's designee, are authorized to assign term-to-term ad hoc teaching appointments in the Portland programs. Although applications and formal evaluations are not required for ad hoc appointments, the department head will give due consideration to minimum teaching criteria before making any ad hoc teaching appointments and, in the event there are several qualified and available faculty members to perform ad hoc teaching appointments, select a faculty member based on that criteria. A department head's need to successfully deliver curriculum is the priority in making final ad hoc teaching appointments.

IMPLEMENTATION:

The College of Design will implement the criteria for Portland based programs by completing the following steps:

EVALUATIONS

1. Resident and Limited Duration faculty who have been assigned to one of the college's Portland based programs for more than three academic years will be evaluated under the general criteria listed above and their proposals, to the extent applicable, during the 2017-18 academic year. Those who have been assigned for less than three years will be evaluated during the academic year that coincides with the third year of their appointment in Portland.

2. Limited duration teaching faculty will undergo evaluation prior to the next term in which they are scheduled to teach in Portland, starting with the 2018-19 academic year.
3. Primary evaluations will be performed by Evaluation Committees with recommendations to the Dean or Head of School, who will make the final decision, as provided for above.
4. Faculty members will receive the evaluations and may provide a rebuttal to such evaluations, as described in more detail above.
5. Any currently Portland based faculty who are reassigned due to the finding that they do not meet the criteria or proposal standards, to the extent applicable, will be reassigned to a Eugene based program, and will be provided with a minimum of 60 days' notice of the reassignment. Any current Portland based faculty who remain assigned in Portland will be provided with MOUs for the periods provided for above, until their next review period, as stated in Section 1, or as otherwise provided for in their contract.

ASSIGNMENTS

1. The college will share program assignment targets (the ranges for how many of each type of faculty appointment will be available in Portland in the upcoming academic year) with faculty, such that all faculty members can submit materials for consideration for one of the positions.
2. Evaluation Committees will make recommendations to the Dean or Head, as stated above, who shall make the final approval for all Portland based assignments.

REASSIGNMENT

1. In the event that reassignment is necessary prior to the end of the originally anticipated assignment in Portland due to financial or programmatic reason, faculty members will be provided with minimum 60 days' notice of the reassignment and an explanation for the reassignment.

Note that all processes will also conform to the UA collective bargaining agreement and the established unit policies.