

UNF Board of Trustees

December 19, 2002

Issue: Faculty Assignment and Evaluation

Proposed action: Approval

Background information:

Attached is a revised rule on faculty assignment and evaluation necessitated by devolution of powers. This rule has been reviewed by the Educational Policy Committee and will replace the rule in the current Florida Administrative Code. The rule was vetted in an open forum on campus.

Upon approval by the Board of Trustees, the rule will be sent to the Joint Administrative Procedures Committee (JAPC) in Tallahassee for a final review prior to University publication of the rule. This process can take from 90 to 120 days.

Attachments: Proposed rule

NOTICE OF PROPOSED RULE DEVELOPMENT

DEPARTMENT OF EDUCATION

Division of Colleges and Universities
University of North Florida

CHAPTER TITLE:
Personnel

CHAPTER NUMBER
6C 9-4

RULE TITLE:
Faculty Assignment and Evaluation

RULE NUMBER
6C 9-4.1011

PURPOSE AND AFFECT: The purpose and effect of the proposed rule is to exercise the authority of the University of North Florida's Board of Trustees pursuant to §1001.74 (19) and 1012.94, F.S., to adopt personnel rules and policies.

SUBJECT AREA TO THE ADDRESSED: Rule related to the assignment of duties to faculty and criteria for annual evaluation.

SPECIFIC AUTHORITY: 1001.74 (19); 1012.94, Florida Statutes.

LAW IMPLEMENTED: 1012.94 (1), Florida Statutes.

IF REQUESTED IN WRITING AT LEAST SEVEN (7) DAYS IN ADVANCE OF THE SCHEDULED WORKSHOP AND NOT DEEMED UNNECESSARY BY THE AGENCY HEAD, A RULE DEVELOPMENT WORKSHOP WILL BE HELD AT THE TIME, DATE AND PLACE SHOWN BELOW:

TIME AND DATE: 1:00 PM – 3:00 PM, November 15, 2002

PLACE: University of North Florida, Building 39, College of Health, Room 1009

Individuals who require a reasonable accommodation in order to participate must notify Sandy Bernreuter at (904) 620-2828 at least five (5) working days prior to the event.

THE PERSON TO BE CONTACTED REGARDING THE PROPOSED RULE DEVELOPMENT AND TO OBTAIN A PRELIMINARY COPY OF THE PROPOSED RULE IS: Janet D. Owen, Associate General Counsel at (904) 620-2828.

6C9-4.1011 University of North Florida; Faculty Assignment and Evaluation.

(1) A faculty member shall, at the beginning of employment and each year thereafter, be apprised in writing by his or her departmental chair or other appropriate University administrator of the duties and responsibilities in teaching, research/scholarship and other creative activities, service, and any other specific duties and responsibilities assigned for that year.

(2) The annual performance evaluation of a faculty member is designed to provide a qualitative and quantitative assessment of the assigned duties and responsibilities in teaching, research/scholarship and other creative activities, service, and any other specific duties and responsibilities assigned for that year. When a faculty member is not meeting performance standards, a performance improvement plan may be developed to assist in correcting deficiencies.

(3) The annual performance evaluation shall be given adequate consideration for purposes of salary adjustments, promotions, reemployment, and tenure.

Specific Authority 1001.74(19); 1012.94, F.S.

Law Implemented 1012.94(1), F.S.

History--New _____.