

## **AGENDA**

### **Faculty Standards Committee**

Wednesday, May 3, 2023 - 2:30 PM  
Abbotsford campus, Room A225

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**1. CALL TO ORDER and TERRITORIAL ACKNOWLEDGEMENT**

**2. APPROVALS**

**2.1. Agenda**

MOTION: That the FSC approve the agenda as presented.

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**2.2. Minutes**

MOTION: That the FSC approve the January 23, 2022 minutes as presented.

**3. BUSINESS ITEMS**

5 - 13

**3.1. Agriculture Technology Department Standards for Tenure and Promotion**

MOTION: That FSC recommend to Senate approval of the Agriculture Technology Department Standards for Tenure and Promotion.

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**3.2. Terms of Reference review**

MOTION: That FSC recommend to Senate approval of the Terms of Reference.

**4. INFORMATION ITEMS**

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**4.1. FSC Annual Report to Senate**

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**4.2. 2023-2024 Meeting Schedule**

**4.3. Senate – February 10, 2023**

- Faculty of Applied and Technical Studies Standards for Tenure and Promotion

**4.4. Announcements**

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**4.5. University-Wide Principles for the Establishment and Review of Standards for Tenure and Promotion**

**5. ADJOURNMENT**

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**Next Meeting:** Wednesday, May 31, 2023 at 2:30pm in Room A225



**Draft Minutes  
Faculty Standards Committee**

Monday, January 23, 2023 - 10:00 AM  
Abbotsford campus, Room A225

Present: Tracy Ryder Glass (Chair), Afia Raja, Awneet Sivia, Carl Janzen, Corina Rochon, Garry Fehr, Hannah Celinski, Ian Rocksborough-Smith, Peter Geller, Sheryl MacMath, Tetsuomi Anzai, Melinda Saretzky (recorder)

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**1. CALL TO ORDER and TERRITORIAL ACKNOWLEDGEMENT**

**2. APPROVALS**

**2.1. Agenda**

MOTION: That the FSC approve the agenda as presented.  
MacMath, S./2<sup>nd</sup> Janzen, C.

**2.2. Minutes**

MOTION: That the FSC approve the December 7, 2022 minutes as presented.  
Fehr, G./2<sup>nd</sup> MacMath, S.

**3. BUSINESS ITEMS**

**3.1. Faculty of Applied and Technical Studies Standards for Tenure and Promotion**

The Faculty Standards Committee received and reviewed additional revisions to the Faculty of Applied and Technical Studies Standards for Tenure and promotion against the University-Wide Principles for the Establishment and Review of Standards for Tenure and Promotion.

It was noted that the next review of the University-Wide Principles will include consideration of the new EDI lens.

MOTION: That FSC recommend to Senate approval of the revisions to the Faculty of Applied and Technical Studies Standards for Tenure and Promotion.

Janzen, C./2<sup>nd</sup> Fehr, G. Carried.

**Faculty Standards Committee  
January 23, 2023**

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**4. INFORMATION ITEMS**

**4.1. Announcements**

**4.2. University-Wide Principles for the Establishment and Review of  
Standards for Tenure and Promotion**

**5. ADJOURNMENT – 11:03pm**

**Next Meeting:** Wednesday, Feb 8, 2023 at 2:30pm in Room A225



# Memorandum

**To:** Dr. Tracy Ryder-Glass, Chair, Faculty Standards Committee  
**From:** Lucy Lee, Dean, Faculty of Science  
**CC:** Dr. Renee Prasad, Head, Agriculture Technology Department  
**Date:** April 14, 2023  
**Re:** Response to Recommendations for Ag. Tech. Department Standards

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The Standards for Tenure and Promotion for the Department of Agriculture Technology have been revised taking into consideration the recommendations made by the Faculty Standards Committee (FSC). We thank the committee for the thoroughness of their review and recommendations.

1. Wording consistency:
  - a. The official name of the Department is Agriculture Technology Department and this is being used consistently throughout the document
  - b. Technology has been kept as it is part of the Department's name
  - c. No occurrence of "Faculty of Science" were detected in the document
2. Recommendations for considerations:
  - a. Although not all research is applied, we have taken this recommendation into consideration and removed all references to "basic"
  - b. "Decolonization" has been added to said paragraph.
  - c. "though" was deleted and included "but"
  - d. Changed as recommended.
  - e. Changed as recommended.
  - f. Done as recommended.
  - g. This has been changed to "...service in the Agriculture Technology department..."
  - h. Changed as recommended.
  - i. Done
  - j. There are differences between "commodity" and "production", so, this has not been changed.
  - k. Done
  - l. Recommendation accepted but added on bracket the current capstone courses "Mentoring to support agriculture capstone projects (Agri 210, Agri 390 or Agri 490)"
  - m. Done
  - n. "peer-reviewed" should be required and has been kept.
  - o. Reference to "thesis" has been removed.
  - p. Done
  - q. Done, but examples in 4<sup>th</sup> bullet was kept as these are specific.



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## MEMORANDUM

Faculty Standards Committee of Senate

Chair: Tracy Ryder Glass  
Assistant: Melinda Saretzky

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**To:** Dr. Lucy Lee, Dean, Faculty of Science  
**From:** Dr. Tracy Ryder Glass, Chair, Faculty Standards Committee  
**Date:** January 4, 2023  
**Re:** Recommendations for the Department of Agriculture Standards for Tenure and Promotion

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The Faculty of Standards Committee (FSC) reviewed the changes to the Department of Agriculture Standards for Tenure and Promotion at its December 7, 2022 meeting. With the assistance of the Director of Equity, Diversity, and Inclusion, the FSC has provided some feedback.

The FSC recognizes and honours the extensive work that has already been done towards these standards and would like to express appreciation to the faculty for their attention to detail.

Please review the following and respond to the Chair, Faculty Standards Committee by providing a memo and a track changes document: *(See agenda deadlines below)*

1. Please make the following change for wording consistency:
  - a. Change the title to “Department of Agriculture Standards for Tenure and Promotion”.
  - b. Remove the “Technology” references in the department title throughout the document.
  - c. Where appropriate, change all references of “Faculty of Science” to “Department of Agriculture”.
2. Review the following recommendations for consideration:
  - a. For clarification, throughout the document, remove “basic, or” where “applied research” is referenced. Eg. “Agriculture Technology Department shall be recognized in areas of ~~basic or~~ applied research. Scholarship of Teaching and Learning (SOTL) is also recognized as an area of scholarship that professors in our department may choose to engage.”
  - b. Preamble – Paragraph 1 - Pursuant to Principle # 4 – Alignment with the Mandate and Mission of the University, within the University-Wide Principles for the Establishment and Review of Standards for Tenure and Promotion, include “Decolonization” at the end of the sentence reflecting a commitment to “Indigenization” as well as “Equity, Diversity, and Inclusion”.

To:

*“Similarly, individual faculty members efforts in areas of teaching, research, and service can be assembled into many unique combinations that represent what it means to be an Assistant, Associate or Full Professor in an institution that was founded on a principle of access and strives to implement Equity, Diversity, Inclusion, and Decolonization.”*



- c. Teaching and Learning Criteria, Paragraph 1, for consistency, change:  
*"Success in teaching in the Agriculture Technology Department includes, ~~though~~ but not limited to:"*
- d. Teaching and Learning Criteria – bullet (d): consideration for additional inclusivity change:  
*"Demonstrate cross-cultural inclusivity of individuals, narratives, and practices."*  
To:  
*"Creating inclusive classroom environments for diverse students, in particular those of equity seeking populations that have been historically marginalized due to their race, ethnicity, sexual orientation, gender, ability, and socio-economic status."*
- e. Scholarship Criteria, Paragraph 1, for consistency, change:  
*"Success in teaching in the Agriculture Technology Department includes, ~~though~~ but not limited to:"*
- f. Scholarship Criteria – bullet (e) – To provide additional options, suggest to keep this bullet.  
*"Creation of scholarly products such as training manuals and book chapters."*
- g. Service Criteria – Sentence 1 – grammatical change:  
*"Successful service in the ~~Faculty of Science Department of Agriculture~~ may include but ~~is~~-not limited to:"*
- h. Service Criteria – bullet (a): to include a leadership component, add:  
*"or leadership of"* to read *"Participation on ~~or leadership of~~ a committee"*
- i. General Standards for each Rank - Assistant Professor: remove "basic" from the following sentence:  
*"Faculty at this rank are also building their applied and/or ~~basic~~ research portfolio addressing needs of agriculture commodity groups."*
- j. General Standards for each Rank - Assistant Professor: consider rewording "Commodity" to a broader term, for example: "agriculture production".  
*"Faculty at this rank are also building their applied and/or research portfolio addressing needs of agriculture ~~commodity agriculture~~ production groups."*
- k. General Standards for each Rank - Associate Professor: consider rewording "industry partners" to a broader term, for example: "sector".  
*"A faculty member applying for Associate Professor will provide evidence of effectiveness, innovation, creativity, understanding, and meaningful reflection in teaching and working with students and engaging with agriculture ~~industry partners~~ sector."*
- l. General Standards for each Rank - Associate Professor – Teaching, Indicators of Success: for a more broader languages, suggest removing reference to specific courses and change:  
*"Supervision of Agri 210, Agri 390, or Agri 490 projects"*  
To  
*"Mentoring to support Agri capstone and practicum course projects"*



- m. General Standards for each Rank - Associate Professor – Scholarship, Minimum Requirements – 2<sup>nd</sup> bullet: consider adding “local” to “*Actively engaged in applied or basic research relevant to an agricultural sector on a local/provincial/national scale.*”
- n. General Standards for each Rank - Associate Professor – Scholarship, Indicators of Success, first bullet: consider whether “peer reviewed” should be required for “~~peer-reviewed~~ publications in the form of grower fact sheets, newsletters, or updates to production guides”
- o. General Standards for each Rank - Associate Professor – Scholarship, Indicators of Success, bullet 5: Consider removing this whole bullet unless it results in publications, or consider removing “thesis”, as it may not apply. “*Research project completion (e.g., student research thesis or posters, project reports to funding agencies).*”
- p. General Standards for each Rank - Associate Professor – Scholarship, Indicators of Success, bullet 7: move or remove as it is not scholarship: “*Student graduate school or professional placements.*”
- q. General Standards for each Rank - Associate Professor – Service, Indicators of Success, bullets 2 & 3: remove the “(e.g)” references as it is not necessary to provide specific examples.

Faculty Standards Committee meetings

Jan 23rd (agenda deadline: Jan 16, noon)

February 8 (agenda deadline: Jan 31, noon)

March 8 (agenda deadline: Feb 28, noon)



## **Agriculture Technology Department Standards for Tenure and Promotion**

### **Preamble**

UFV has adopted a visual metaphor of a tangram to represent the institution's vision, mission, and values. "Like the building blocks of a UFV education, tangram shapes can be assembled into thousands of unique configurations and results, reflecting how a single institutional vision can embody many experiences, perspectives, and outcomes". Similarly, individual faculty members efforts in areas of teaching, research and service can be assembled into many unique combinations that represent what it means to be an Assistant, Associate or Full Professor in an institution that was founded on a principle of access and strives to implement Equity, Diversity, Inclusion, and Decolonization.

In accordance with Article 12.7 of the UFV Collective Agreement... *"a minimum of 60% on the teaching, a minimum of 20% on one of service or scholarship, and a minimum of 10% on the remaining component"*. The flexible assessment for multiple pathways for tenure and promotion assists faculty in the efforts to achieve their desired rank.

### **Teaching and Learning Criteria**

Successful teaching embodies a number of characteristics, achieved at the individual, classroom, and community level. Success in teaching in the Agriculture Technology Department includes, but not limited to:

- a) Cultivation of a high degree of professional and ethical practice
- b) Demonstration of academic currency and expertise in a faculty member's subject area(s)
- c) Development of students' capacity for critical thinking
- d) Creating inclusive classroom environments for diverse students, in particular those of equity seeking populations that have been historically marginalized due to their race, ethnicity, sexual orientation, gender, ability, and socio-economic status
- e) Utilization of, and reflection on, effective methods and professional practices
- f) Demonstration of responsiveness to changing and diverse student learning needs
- g) Demonstrable environment in which students develop and use their powers of discovery and innovation
- h) Development of learning materials and teaching methods that can be more broadly adopted outside of the university

### **Scholarship Criteria**

Scholarly activity in the Agriculture Technology Department shall be recognized in areas of applied research. Scholarship of Teaching and Learning (SOTL) is also recognized as an area of scholarship that professors in our department may choose to engage. Successful scholarship in Agriculture Technology includes, but not limited to:

- a) Work that has been disseminated via industry-based newsletters, fact sheets, guides, or Ministry of Agriculture publications
- b) Peer-reviewed journal articles
- c) Supervision of students for directed studies, summer work placements, or in-course research activities
- d) Community engaged research, including on-farm field trials, surveys of commodity groups, industry-funded research
- e) Collaboration with industry for student benefit
- f) Creation of scholarly products such as training manuals and book chapters

Every attempt should be made to involve students in applied research.

### Service Criteria

Successful service in the Agriculture Technology department may include, but not limited to:

- a) Participation on or leadership of a committee (UFV internal or external committee related to Agriculture Technology)
- b) Student recruiting, and mentoring
- c) Active participation and/or contribution to the academic unit (*including organization and operations of barn, greenhouse, outdoor classroom, and teaching lab*)
- d) Faculty and Staff Association service
- e) Support and participation in the work of industry associations
- f) Organizing conferences and other venues of intellectual exchange
- g) Representing department/institution at provincial or national organizations

## General Standards for each Rank

### **Assistant Professor:**

An Assistant Professor in the Agriculture Technology Department is building a portfolio of experience intended to advance to Associate Professor. This portfolio includes a documented record of successful undergraduate teaching by the end of the probationary period (5 years). Faculty at this rank are building skills and strategies for teaching undergraduate students. Faculty at this rank are also building their applied and/or research portfolio addressing needs of agriculture commodity groups. Research in the Scholarship of Teaching and Learning (SOTL) that addresses the learning gaps for non-traditional students entering Agriculture programs is also relevant to the department.

Rank	Teaching	Scholarship	Service
<b>Assistant Professor</b>	<p>Holds a Ph.D. or equivalent (including DVM) in a discipline that is foundational to agricultural production (includes (but not limited to) Animal Science, Plant Science, Pest Management, Soil Science, Botany, Entomology, Agrology, Ecology, Agricultural Economics, Agribusiness)</p> <ul style="list-style-type: none"> <li>On-farm production experience</li> <li>Prior experience teaching in either formal or informal setting (including grower outreach)</li> <li>Demonstrated commitment to, and development of learning activities and assessments that foster an atmosphere of discovery and academic growth</li> <li>Demonstration of academic or professional currency in one's teaching</li> <li>Sets an example of ethical practice for students in the pursuit, construction, and application of knowledge</li> <li>Begins to make contributions towards curriculum development (including Indigenization)</li> </ul>	<ul style="list-style-type: none"> <li>Makes progress towards advancing applied research relevant to an agricultural sector</li> <li>Identifies and makes progress in expanding opportunities for Agricultural education to non-traditional students (SOTL)</li> </ul>	<ul style="list-style-type: none"> <li>Meaningful contribution to institutional service, especially at the department level</li> <li>Engagement in the wider community, with at least one agricultural sector</li> </ul>
<i>Minimum Requirements</i>			
<i>Indicators of Success</i>	<ul style="list-style-type: none"> <li>Student evaluations</li> <li>Quality assignments, course materials, training manuals, exams</li> <li>Indigenization of course content, assessment and/or delivery</li> </ul>	<ul style="list-style-type: none"> <li>Successful completion of courses or workshops</li> <li>Public media articles (e.g., a grower newsletter)</li> <li>Peer reviewed journal article or government publications</li> <li>Peer reviewed research funding awards</li> </ul>	<ul style="list-style-type: none"> <li>Member at the Board level (including ex-officio) in a sector association or other agriculture related organization (e.g., Fraser Valley Invasive Species Society)</li> <li>Membership in related associations</li> <li>Presentations at grower meetings (e.g., Pacific Agriculture Show)</li> <li>Operations of either greenhouse, barn, outdoor classroom, or teaching lab – training and supervision of Program Technician in one of these specific areas</li> </ul>

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**Associate Professor:**

An Associate Professor in the Agriculture Technology Department has demonstrated and documented a high level of proficiency in their undergraduate teaching career as an Assistant Professor at the time of application for promotion. A faculty member applying for Associate Professor will provide evidence of effectiveness, innovation, creativity, understanding, and meaningful reflection in teaching and working with students and engaging with agriculture sector.

Rank	Teaching	Scholarship	Service
<b>Associate Professor</b>	<ul style="list-style-type: none"> <li>Makes significant contributions towards curriculum development</li> <li>A record of effectiveness in, and ongoing reflection on teaching practices, evaluation, and ability to meet course and institutional learning outcomes</li> <li>Demonstrates professional and pedagogical skills development through attending conferences, teaching and learning workshops or other PD opportunities</li> <li>Actively involved in student mentorship, facilitating students process of discovery and application of learning</li> <li>Sharing knowledge, ideas and best practices with external stakeholders and communities</li> </ul>	<ul style="list-style-type: none"> <li>Demonstrable achievement in applied research supporting agriculture</li> <li>Actively engaged in research relevant to an agricultural sector on a local/provincial/national scale</li> </ul>	<ul style="list-style-type: none"> <li>Development, organization, and delivery of student support and outreach activities</li> <li>Significant contributions in the service activities of the university community such as meaningful participation in university-wide committees; faculty committees; participating in the creation, development and/or revision of university/faculty programs or policies; Faculty and Staff Association service, student advising</li> <li>Significant involvement in professional activities and/or associations related to their fields of study or creative/industry practice</li> <li>Significant involvement in community engaged outreach activities that enhance the public service role of their departments and the university</li> </ul>
<i>Minimum Requirements</i>			
<i>Indicators of Success</i>	<ul style="list-style-type: none"> <li>Sharing teaching practices with colleagues at departmental meeting, faculty sharing opportunities (e.g., Science Curriculum Indigenization Gathering or UFV-wide PD-day).</li> <li>Completion of New Faculty KickStart</li> <li>Revision of Official Course Outlines</li> <li>Samples of improvement to existing curriculum</li> <li>Mentoring to support agriculture capstone projects (Agri 210, Agri 390 or Agri 490)</li> </ul>	<ul style="list-style-type: none"> <li>Peer reviewed publications in the form of grower fact sheets, newsletters, or updates to production guides</li> <li>Public media articles</li> <li>Peer reviewed journal article or government publications.</li> <li>Integration of scholarly material into courses.</li> <li>Research project completion (e.g., student research posters, project reports to funding agencies).</li> <li>Research or Sector conference presentations (LMHIA, PRSSS)</li> <li>Collaboration with researchers, industry specialists or growers provincially or nationally</li> </ul>	<ul style="list-style-type: none"> <li>Effective student recruitment strategies/activities</li> <li>Member at the Board level (including ex-officio) in a commodity association or other agriculture related organization</li> <li>Membership in related associations</li> <li>Participating committee member at the faculty level in university committees (e.g., Animal Care Committee, Biosafety Committee, Advisory Committees (TLAC or REGS) or Senate committees</li> <li>Operations of either greenhouse, barn, outdoor classroom, or teaching lab – training and supervision of Program Technician in one of these specific areas</li> </ul>

**Full Professor:**

Full Professors will have demonstrated and documented distinction in undergraduate teaching at the time of review for promotion. A Full Professor sets an example of ethical practice for students and colleagues alike in the pursuit, construction, and application of knowledge.

The minimum requirements for promotion to Full Professor include the same criteria as for an Associate Professor, as well as:

Rank	Teaching	Scholarship	Service
<b>Full Professor</b>	<ul style="list-style-type: none"> <li>• A distinguished record of excellence in teaching and learning both formal and informal</li> <li>• Engagement in productive collaboration with peers both inside and outside the University</li> <li>• Active engagement with learning communities, public audiences, and external organizations regionally, nationally, and internationally</li> <li>• Involvement in program creation/development</li> </ul>	<ul style="list-style-type: none"> <li>• Substantial and sustained contributions to the body of knowledge in one’s field recognized by industry or peers regionally, nationally, and internationally</li> </ul>	<ul style="list-style-type: none"> <li>• Organizing conferences, workshops, or other professional meetings</li> <li>• Chair of a University wide committee, Chair of a professional organization or association</li> <li>• Demonstrable leadership at the department, faculty, and university level</li> <li>• A mentor to students and faculty</li> <li>• Achievement of a recognized distinction through contributions to professional activities and associations related to the candidate’s field of study or creative practice.</li> <li>• Significant achievement in community-engaged outreach</li> <li>• Acting as mentors for their peers within the institution and fields of practice</li> </ul>
<i>Minimum Requirements</i>			
<i>Indicators of Success</i>	<ul style="list-style-type: none"> <li>• Teaching awards indicating a distinguished record of excellence in teaching and learning</li> <li>• Evidence that shows a sustained quality in effective teaching and learning such as novel programs, significant contributions towards Indigenization of agricultural program, innovative methods of delivery using the latest technologies, meaningful reflection in teaching and working with students</li> <li>• Successful completion of student led projects</li> </ul>	<ul style="list-style-type: none"> <li>• Internationally recognized bodies of work within one’s discipline such as contribution to international conferences and or publications</li> <li>• Demonstration of distinction by professional colleagues outside of the university advancing the state of professional practice</li> <li>• Peer reviewed training manuals, grant applications resulting in funding</li> <li>• Presentations at regional, national, or international conferences</li> </ul>	<ul style="list-style-type: none"> <li>• Chair of significant university committee\Participation in professional standards or governing bodies</li> <li>• Expert advice to Government bodies or industry leaders in the development of best practices</li> <li>• Entrepreneurial actions resulting in funding, resource development and programming</li> <li>• Operations of either greenhouse, barn, outdoor classroom, or teaching lab – training and supervision of Program Technician in one of these specific areas</li> </ul>



## Faculty Standards Committee of Senate Terms of Reference

### **MANDATE**

The Faculty Standards Committee advises Senate on matters related to standards for faculty tenure and promotion. The work of the Committee is in accordance with the Collective Agreement.

### **RESPONSIBILITIES**

1. Recommend university-wide principles for the establishment and review of standards for tenure and promotion.
2. Review standards recommended by Faculties/College and make a recommendation to Senate to ensure consistency with university-wide principles.
3. Review university-wide principles and the standards of individual Academic Units at least every five years.
4. Advise Senate on policies and other matters related to faculty standards.
5. To ensure membership of the Faculty Service Excellence Award committee as required by the terms of reference set out by the Senate Awards and Honours committee.
6. Other duties as assigned by Senate.
7. Provide annual written reports to Senate.
8. Review its terms of reference and membership composition annually and make any recommendations for revisions to Senate.

### **COMPOSITION**

#### **Chair**

- Provost or designate

#### **Vice Chair**

- A voting member of the committee, nominated and approved by the committee.

#### **Voting Members**

The committee should have a majority of faculty members, approved by Senate, at least one of whom shall be a member of Senate.

- Seven faculty members, one from each Faculty, at least one of whom is a senator
- Two Deans or Associate Deans, approved by Senate
- Associate Vice-President, Research, Engagement and Graduate Studies
- Associate Vice-President, Teaching and Learning



**MEMORANDUM**

**Faculty Standards Committee of Senate**

TO: Dr. James Mandigo, Chair, Senate  
 FROM: Dr. Peter Geller, Chair, Faculty Standards Committee  
 DATE: May 3, 2023  
 RE: Annual Report to Senate – 2022-2023

The Faculty Standards Committee (FSC) of Senate has the responsibility to advise Senate on matters related to standards for faculty promotion through rank and tenure.

**Standards for Tenure and Promotion**

The five-year reviews of all the divisional standards for tenure and promotion are almost complete.

Division	Status
College of Arts	Five-year review complete - Senate approved
Department of Agriculture Technology	Received – Pending FSC recommendation
Department of Biology	Five-year review complete - Senate approved
Department of Chemistry	Five-year review complete - Senate approved
Department of Mathematics and Statistics	Five-year review complete – Senate approved
Faculty of Applied and Technical Studies	Five-year review complete – Senate approved
Faculty of Education, Community, and Human Development	Five-year review pending <sup>1</sup>
Faculty of Professional Studies <sup>2</sup>	Five-year review complete - Senate approved
School of Health Studies	Five-year review complete - Senate approved
School of Kinesiology	Five-year review complete - Senate approved
School of Land Use and Environmental Change	New Standards - Senate approved

Note 1: The Faculty of Education, Community, and Human Development (formerly Faculty of Access and Continuing Education) underwent a faculty restructuring on April 1, 2022 and will submit revisions to their Standards at a future date.

Note 2: The Faculty of Professional Studies is now called the Faculty of Business and Computing

**Faculty Service Excellence Award Adjudication**

The FSC is responsible for ensuring membership on the Faculty Service Excellence Award (FSEA) Selection Committee. The FSEA Committee met and reviewed the adjudication requirements, applications, and procedures and provided a recommendation for the award.

**Terms of Reference Review**

The Faculty Standards Committee (FSC) reviewed their terms of reference at their May 3, 2023 meeting and recommended ??? changes to the Senate Governance Committee.

**University Wide Principles for the Establishment and Review of Standards for Tenure and Promotion**

The FSC has committed to reviewing the University Wide Principles against the EDI Lens.



## **Faculty Standards Committee of Senate**

### **2023-2024 Meeting Schedule**

Meetings will be held from 2:30 to 4:30 pm  
on Wednesdays in Week 2 of the UFV Meeting Schedule

<b>Meeting Date</b>	<b>Agenda Deadline</b>	<b>Room</b>
September 13, 2023	Sept 5	TBA
October 11, 2023	Oct 3	TBA
November 8, 2023	Oct 31	TBA
December 6, 2023	Nov 28	TBA
January 10, 2024	Jan 3	TBA
February 7, 2024	Jan 30	TBA
March 6, 2024	Feb 27	TBA
April 3, 2024	Mar 26	TBA
May 1, 2024	Apr 23	TBA
May 29, 2024	May 21	TBA





## **University-Wide Principles for the Establishment and Review of Standards for Tenure and Promotion**

*Faculty Standards Committee of Senate*

University of the Fraser Valley (UFV), located in S'olh Temexw, the traditional territory of the Halq'eméylem speaking Stó:lō Peoples, is committed to promoting knowledge of and respect for Indigenous history, language, culture, values and Indigenous ways of knowing. The Standards must reflect the university's commitment to Indigenization, including recognition of Indigenous ways of knowing and being in teaching and learning, scholarly activities, and service.

### **INTRODUCTION**

The following document is intended to guide each academic unit in the development of standards for tenure and promotion according to the specified academic ranks (Assistant Professor, Associate Professor, and Full Professor). Academic Units will develop and revise standards that reflect the principles for tenure and promotion in each area of teaching, scholarly activities, and service for each academic rank.

The Principles outlined here will be used by the Faculty Standards Committee of Senate in reviewing these standards. First, definitions are provided for the terms used in the Principles. As well, guidelines and minimum requirements for the academic ranks of Assistant Professor, Associate Professor and Full Professor are provided. Finally, procedures for the review of faculty standards established by the academic units at UFV are outlined.

Descriptors of activities expected of Assistant Professor are included in this document to provide a baseline of what is expected of Assistant Professors across the university; it provides greater clarity about the distinction between Assistant and Associate Professor, and the progression that is expected between Assistant and Associate.

### **DEFINITIONS**

**Academic Freedom and Academic Responsibility:** UFV recognizes the primacy of academic freedom, as defined in policy (BRP 201-01) and the UFV Collective Agreement. This expectation in turn entails ethical practice and academic responsibilities to one's students, peers, institution, academic community, and the communities the institution serves.

**Academic Unit:** Program, department, school, faculty, college or interdisciplinary unit whose mission is to advance teaching and learning and/or research at the university.

**Profile:** The combination of teaching and learning, scholarly activities, and service that an individual faculty member will be assessed upon. As per the Tenure and Promotion Procedures, a minimum of 60% of the assessment will be based on teaching, a minimum of 20% on one of the scholarship or service, and a minimum of 10% on the remaining component.

**Promotion:** A change in rank from Assistant Professor to Associate Professor, or Associate Professor to Full Professor.

**Rank:** The University of the Fraser Valley (UFV) awards the following academic ranks to its tenure- track and tenured faculty: Assistant Professor, Associate Professor, and Full Professor. The rank of Associate Professor is awarded upon successful achievement of tenure.

**Scholarly activities:** include research, scholarship, and creative activities that contribute to a distinctive body of knowledge. Scholarly activities may take the form of discovery or creation of new knowledge; integration or synthesis; application of knowledge; and scholarship of teaching and learning.

**Service:** includes productive contributions that meet the needs of a department, a faculty, the university, a professional body, or an external community.

**Teaching and learning:** includes engagement in and outside of the classroom at the undergraduate or graduate level, and may take the form of student mentorship, supervision of individualized learning experiences, and curriculum development.

**Tenure:** as per the Tenure and Promotion Procedures, the right to a permanent appointment which may be terminated only through resignation, retirement, dismissal for cause, or other reasons specified in Article 12.7(d) of the Collective Agreement.

**Tenure-track:** as per the Tenure and Promotion Procedures, an appointment that may lead to tenure.

## **ACADEMIC RANKS**

The following are provided as guidelines and minimum requirements for academic units in developing specific standards for the ranks of Assistant Professor, Associate Professor, and Full Professor. In developing these standards, academic units are required to clearly describe the specific expectations for progression through the ranks, along with the evidence that is to be provided to assess the candidate's performance.

**Educational Requirement**

A level of education appropriate to the field is required normally at the time of hire and in all cases for promotion to tenured Associate Professor. Academic units may specify a suitable combination of education, professional credential and related professional experience where this is a generally accepted standard in the field.

**1. Assistant Professor**

The rank of Assistant Professor denotes a minimum baseline that is recognized at the time of appointment. Faculty members with this rank are usually at the beginning stages of their academic career.

An Assistant Professor

- a) demonstrates competency in teaching, and an ability to improve on practices and strategies for engaging students in their learning;
- b) demonstrates potential to engage in scholarly activities; and
- c) potential for service to the University, the academic community, and/or the community at large.

**2. Associate Professor**

For tenure and promotion to the rank of Associate Professor, the University places particular emphasis on the quality of work accomplished and meaningful contribution made to the areas of teaching, scholarly activities, and service. Standards for the rank of Associate Professor should stipulate the expectancy of progression from the baseline stipulated for the Assistant level.

An Associate Professor

- a) demonstrates proficiency in teaching and provides evidence of effectiveness, creativity, and meaningful reflection on teaching and the support of student learning. They will have facilitated the students' own process of discovery and application of what they learn both within and outside the classroom. They set an example of ethical practice for students in the pursuit, construction, and application of knowledge
- b) has established a record of achievement within an established program of scholarly activities. This will include critical review by peers and dissemination of one's research, scholarship or creative work through professional networks appropriate to the field of practice.
- c) has established a record of sustained and meaningful contributions of service to the University, the academic community, and/or the community at large.

**3. Full Professor**

Promotion to Full Professor recognizes the exceptional contributions of faculty members in teaching, scholarly activities and service. Standards for the rank of Full Professor should stipulate the expectancy of progression from the requirements stipulated for the Associate level.

A Full Professor

- a) is recognized by students and peers for distinguished and innovative teaching. They contribute to enriching UFV's pedagogical practices through curriculum development and mentorship of peers in relation to teaching.
- b) has attained distinction and wide recognition in their scholarly activities.
- c) has established a record of substantial and meaningful contributions in service, including capacity building and leadership.

**PRINCIPLES FOR THE ESTABLISHMENT OF STANDARDS FOR  
TENURE AND PROMOTION**

The following principles will guide the development of standards for tenure and promotion at the University of the Fraser Valley:

**1. A Commitment to Academic Freedom**

- a) Academic freedom is fundamental to teaching and learning, scholarly activities, and service.
- b) All standards established by academic units must respect the institutional commitment to academic freedom and responsibilities, and they may not establish standards that represent an impediment to the exercise of academic freedom.

**2. Primacy of Teaching and Learning**

Standards for assessing tenure and promotion for faculty must recognize the University of the Fraser Valley's commitment to the primacy of teaching and learning informed by scholarly activities.

**3. Respecting Disciplinary Diversity while Ensuring Fair Comparison Among Faculties**

- a) Tenure and promotion standards must consider the differences in the nature and purpose of different academic units.
- b) Recognition must be given to multiple forms of teaching and learning, scholarly activities, and service.
- c) The requirement for achieving promotion at each rank should be equitable across academic units.

**4. Alignment with the Mandate and Mission of the University**

Standards developed for teaching, scholarly activities, and service should be consistent with the mandate and mission of the university.

**5. Standards Must Be Defined within National and International Contexts**

- a) Standards must reflect the high quality and expectations of their disciplines, as informed by, when possible, best practices utilized nationally and internationally at comparable institutions.
- b) Standards must require a diverse body of evidence that reflects a high quality and meaningfulness of contribution for:
  - teaching and learning;
  - scholarly activities; and
  - service.

**6. Standards Must Be Fair, Transparent, and Non-Discriminatory**

- a) Standards must be fair and equitable, and assessable based on merit and the evidence presented.
- b) Standards used by different academic units in assessing tenure and promotion must be transparent and be accompanied by clear guidelines and expectations of faculty.
- c) Standards for tenure and promotion must ensure that there are no forms of discrimination and prejudice.
- d) Standards will be developed to assess overall performance for the entire period under consideration.

**7. Standards Demonstrate Flexibility and Multiple Pathways for Tenure and Promotion**

- a) Standards for tenure and promotion must establish minimum requirements in each category of teaching and learning, scholarly activities and service. Academic Units are encouraged to specify how the differing individual profiles are to be assessed in their area.
- b) Standards must be sufficiently flexible and adaptable so as to accommodate different teaching and learning, scholarly activities, and service profiles.

**8. Standards Must Include Peer Review**

Standards established by academic units for each rank must require evidence of peer review of teaching and learning, scholarly activities, and confirmation of performance in service roles.

**9. Standards are to be Subject to Periodic Review**

- a) Standards for tenure and promotion are subject to internal review by academic units every five years, or at a higher frequency established by the academic unit.
- b) The Senate Faculty Standards Committee will review institutional principles and the standards for each academic unit every five years.

**PROCESS FOR DEVELOPMENT AND REVIEW OF STANDARDS FOR  
TENURE AND PROMOTION FOR AN ACADEMIC UNIT**

**DEFINITIONS**

**Academic Unit:** Program, department, school, faculty, college or interdisciplinary unit whose mission is to advance teaching and learning and/or research at the university.

**Standards:** Standards for Tenure and Promotion.

**FSC:** Faculty Standards Committee of Senate

**Faculty/College Standards:** Faculty/College-wide Standards for Tenure and Promotion.

**University-Wide Principles:** University-Wide Principles for the Establishment and Review of Standards for Tenure and Promotion approved by the Senate.

**PROCESS**

1. Academic Unit will develop and periodically review its Standards every 5 years or as needed in accordance to existing University-Wide Principles and, when appropriate, Faculty/College Standards.
2. These Standards will be submitted to the Faculty or College Council for review and approval.
3. Once approved by the Faculty or College Council, the draft Standards will be submitted to the FSC for approval.
4. Once approved by the FSC, the Standards will be submitted to the Senate for approval.

Standards approved by the Senate will be used by the Division Review Committee (DRC) and the University Review Committee (URC) in their review of faculty applications as described in the Collective Agreement Tenure and Promotion Procedure.

**PROCESS FOR REVIEW OF STANDARDS DEVELOPED BY ACADEMIC UNITS**

