

## **AGENDA**

### **Faculty Standards Committee**

Wednesday, May 31, 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 May 3, 2023 minutes as presented.

**3. BUSINESS ITEMS**

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**3.1. Terms of Reference review**

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

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

**4. INFORMATION ITEMS**

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**4.1. 2023-2024 Meeting Schedule**

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**4.2. Principles and Standards Review Schedule**

**4.3. Announcements**

**5. ADJOURNMENT**

**Next Meeting:** September 13, 2023 at 2:30pm in Room TBA



**Draft Minutes  
Faculty Standards Committee**

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

Present: Peter Geller (Chair), Awneet Sivia, Carl Janzen, Garry Fehr, Hannah Celinski, Sheryl MacMath, Tetsuomi Anzai, Melinda Saretzky (recorder)

Regrets: Afia Raja, Corina Rochon, Ian Rocksborough Smith

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

Quorum was received and territorial acknowledgement was given.

Overview was given of the committee's role noting that the FSC provides recommendations to Senate.

Director of Equity, Diversity, and Inclusion (EDI) was consulted in preparation of the Terms of Reference review regarding an EDI perspective. Some principles and procedural suggestions were given, noting that the FSC currently has many equitable processes in place. The committee discussed the following principles for consideration:

- Collaborative
- Accountability
- Respect
- Be mindful of Intent versus impact
- Participation options and flexibility
- Actionable Intention

**2. APPROVALS**

**2.1. Agenda**

MOTION: That the FSC approve the agenda as presented.  
Sheryl.2<sup>nd</sup> Garry.  
Carried.

**2.2. Minutes**

MOTION: That the FSC approve the January 23, 2023 minutes as amended.  
Carl/2<sup>nd</sup> Awneet.  
Amendment: Change "EDI" to "EDID" to add decolonization  
CARRIED

**3. BUSINESS ITEMS**

Faculty Standards Committee  
May 3, 2023

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

Revised Standards were received and reviewed. Previous discussions at FSC noted points of indigenization for Agriculture to consider but they were not reflected in the previous memo to the Dean. The committee reviewed the Standards again and will provide some additional suggestions, including adding explicit examples in the criteria sections on how to Indigenize and decolonize. The FSC notes that Standards should be explicit to assist in the review process.

The University Wide Principles #4 states “Standards developed for teaching, scholarly activities, and service should be consistent with the mandate and mission of the university”.

**3.2 Terms of Reference review**

The Chair met with the Director of Equity, Diversity, and Inclusion (EDI) regarding reviewing the Terms of Reference against an EDI lens. Some principles and procedural suggestions were given and the committee noted a few more.

The committee provided a few recommendations including additional consultation avenues. It was noted that much consultation is already in place, such as receiving feedback from the department and faculty council using a cyclical process where feedback is given and taken.

Additional feedback will be sought from the FSC by email with a final discussion at the May 31 FSC meeting.

**4. INFORMATION ITEMS**

**4.1. FSC Annual Report to Senate**

**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**

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

**5. ADJOURNMENT**

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



## 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



## **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.

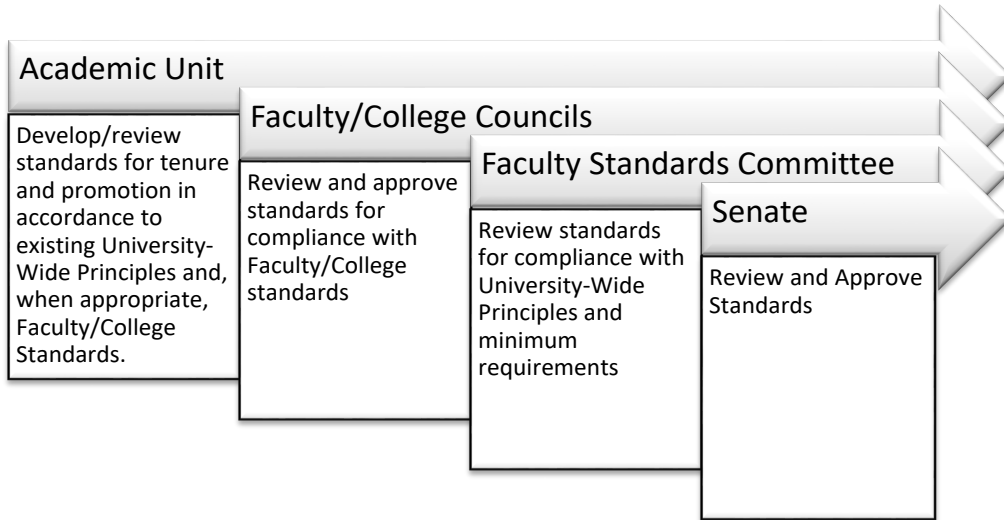
**University-Wide Principles:** University-Wide Principles for the Establishment and Review of Standards for Tenure and Promotion approved by the Senate.

**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**





## **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         |



**Faculty Standards Committee**  
**Review Schedule for Principles**  
**and Standards for Tenure and Promotion**

| <b>Division</b>   | <b>Last Senate Approval</b> | <b>Next 5 year review</b> |
|---|-----------------------------|---------------------------|
| University Wide Principles  | Feb-21                      | 2026-02                   |
| School of Health Studies  | Mar-21                      | 2026-03                   |
| College of Arts   | May-21                      | 2026-05                   |
| Department of Chemistry   | Jan-22                      | 2027-01                   |
| Department of Biology   | Feb-22                      | 2027-02                   |
| School of Kinesiology   | Apr-22                      | 2027-04                   |
| Department of Math and Stats  | Jun-22                      | 2027-06                   |
| School of Land Use and Environmental Change                         | Jun-22                      | 2027-06                   |
| Faculty of Applied & Technical Studies                              | Feb-23                      | 2028-02                   |
| Faculty of Professional Studies                                     | Jan-22                      | See Note 2                |
| Faculty of Access and Continuing Education                          | Mar-16                      | See note 3                |
| Department of Agriculture <sup>1</sup>                              |                             |                           |
| Faculty of Business and Computing <sup>2</sup>                      |                             |                           |
| Faculty of Education, Community, and Human Development <sup>3</sup> |                             |                           |

Notes:  
 1 – Agriculture moved from ATS to Science, expecting new standards  
 2 – Business and Computing was previously Professional Studies, expecting revised version  
 3 – FACE restructured to FECHD, expecting revised version