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## Tentative Agreement

This agreement is to modify and amend that 2017-2020 collective bargaining agreement ("CBA") between the University of Massachusetts Amherst and the MSP as permitted by the Memorandum of Understanding: Faculty with Extension and Research Titles appended to the CBA.

### Promotion Criteria and Review Process for Extension Faculty

21.10E Provisions specific to Extension faculty: These provisions are applicable only to Extension faculty who have a significant portion of their time, effort and responsibility in Extension; whose salaries are supported (at least in part) by federal capacity funds (USDA/NIFA funds that include Smith-Lever, Hatch or McIntire-Stennis) or on state funds being used as the required match for these federal funds; participate in research and extension activities that are reviewed, approved and reported on in accordance with federally determined systems and procedures.

21.10.1E **Progressive Extension Faculty Titles.** The progressive ranks of the Extension faculty shall be: Extension Assistant Professor, Extension Associate Professor and Extension Professor.

#### 21.10.2E **Progression in ranks.**

- (a) Extension Assistant Professors who have completed six years of full time equivalent service are eligible for promotion to Extension Associate Professor.
- (b) Extension Associate Professors who have sustained fulfillment of the promotion criteria are eligible for promotion to Extension Professor.

21.10.3E **Eligibility for promotion** All Extension Assistant Professors with at least six years of full-time-equivalent service or in a position, excluding student employment, with duties and responsibilities substantially the same as an Extension Assistant Professor, will be eligible for consideration for promotion to the rank of Extension Associate Professor. All Extension Associate Professors who have sustained fulfillment of the promotion criteria shall be eligible for consideration for promotion to the rank of Extension Professor.

21.10.4E **Promotion Standards and Criteria:** In addition to having accrued the necessary service credit, and possession of a minimum of a Masters or equivalent professional degree, a candidate for promotion to Extension Associate Professor must demonstrate evidence of:

- (a) Achievement sufficient to have gained recognition on and off campus from scholars, Extension educators and professionals in the candidate's field of specialization, for a program of research that is integrated with educational outreach programs, resources, tools or technologies
- (b) Successful fulfillment of all federally determined responsibilities and duties associated with their approved projects/programs and
- (c) Satisfactory performance of teaching duties where appropriate and
- (d) Promise of continuing academic and professional development and achievement

In addition to having accrued the necessary service credit, and possession of a minimum of a Masters or equivalent professional degree (terminal degree preferred) a candidate for promotion to Extension Professor must demonstrate evidence of:

- (a) Recognition on and off campus from scholars, Extension educators and professionals in the candidate's field of specialization, as an innovator, leader for a program of research that has achieved significant and sustained public impacts through its integration with educational programs, resources, tools or technologies and
- (b) Successful fulfillment of all federally determined responsibilities and duties associated with their approved projects/programs.
- (c) Satisfactory performance of teaching duties where appropriate and
- (d) Promise of continuing academic and professional development and achievement

**21.10.5E Review Process:** Candidates for promotion to the rank of Extension Associate Professor or Extension Professor shall follow this review process:

- (a) Candidates who believe they are eligible to apply for promotion to rank of Associate Extension Professor or Extension Professor should consult with the Department Chair/Head to confirm eligibility.
- (b) The candidate assembles a portfolio of accomplishments in his/her area(s) of responsibility, including a personal statement, a current curriculum vitae, and all other materials that he or she believes will be essential to an adequate consideration of the case and submits the portfolio to his/her Department Head/Chair.
- (c) The Department Chair/Head shall solicit outside letters of reference drawn from a list of scholars and/or professionals. The solicited referees shall include scholars and professionals from among those provided by the faculty member (if he/she wishes to do so), but the list need not be limited to those the faculty member suggests. Prior to this solicitation, the candidate shall be provided with a copy of the solicitation letter and the list of proposed referees and shall be given an opportunity to comment on the appropriateness of both. External referees shall be provided with the candidate's CV, personal statement(s), and any other materials that the candidate wishes to include.
- (e) The Department Personnel Committee reviews the portfolio and forwards its vote and recommendation to the Department Head/Chair, simultaneously sending a copy to the candidate.
- (f) The Department Head/Chair reviews the portfolio and forwards his/her recommendation to the relevant College Personnel Committee simultaneously sending a copy to the candidate.
- (g) A parallel evaluation is conducted by the Center for Agriculture and the Environment (CAFE) and a letter of evaluation and recommendation is provided by the Center Director. The evaluation by CAFE takes into account the specific nature of the appointment including the time and effort split among research, extension and teaching responsibilities. Input and evidence may be solicited from CAFE affiliated faculty, staff, and administration, as well as from external stakeholders. The letter of evaluation and recommendation is sent to the College Personnel Committee, simultaneously sending a copy to the candidate
- (g). The College Personnel Committee reviews the portfolio and forwards their vote and recommendation to the Dean,
- (h) The Dean reviews the portfolio and forwards his/her recommendation to the Provost, simultaneously sending a copy to the candidate.

(i) The Provost reviews the portfolio and informs the candidate and all previous levels of review of his/her decision.

(j) Prior to making a recommendation that may be contrary to either of the recommendations forwarded from all levels following the departmental level, the College Personnel Committee; Dean; or Provost shall consult in writing with the preceding level. Any response to such consultation must be in writing and must be added to the file.

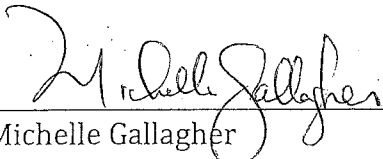
**21.10.6E Timing:** The candidate may submit his/her portfolio during the spring semester immediately prior to the academic year in which he or she will accrue the equivalent of six years of full-time service in his/her current rank or who believe they have sustained the promotion criteria, whichever is relevant. The review process will be conducted during the following academic year; resulting promotions will be effective on the following September 1st. The candidate will be notified of the Provost's decision no later than August 15 of the summer after the academic year in which the review takes place.

**21.10.7E Effective Date of Promotion:** The promotion of a successful candidate will take effect on September 1 of the academic year following the Provost's decision.

Agreed:

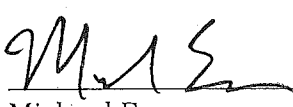
MSP

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