

MASSACHUSETTS SOCIETY OF PROFESSORS
DEPARTMENT & COLLEGE PERSONNEL COMMITTEE WORKSHOP
SEPTEMBER 2019
AGENDA

1. Welcome/Introductions/Format of Meeting

2. Department & College Personnel Committee Charge
 - Faculty Roles and Responsibilities in Personnel Matters
 - Constitution & Role
 - PC Autonomy Mandate

3. Areas of Personnel Committee Work (Q & A by Section)
 - Annual Faculty/Librarian Reviews (AFRs/ALRs)
 - Recognizing Faculty Mentoring (Joya Misra)
 - Tenure & Promotion (tenure track)
 - Librarian Promotions
 - Lecturer Promotions
 - Clinical Nursing Faculty Promotions
 - Research & Extension Faculty Promotions (NEW!)
 - PMYR
 - New Anomaly Process (UPDATE)

4. Feedback for Successor Agreement Negotiations

New Contract Language Areas to Highlight for PC Members
(See Resource Guide for further details)

- **Faculty roles and responsibilities in personnel matters (Article 11.1, pg. 2)**
 - Faculty personnel recommendations are and ought to be given great weight
- **Constitution & Role of Personnel Committees (Articles 12.3.2 & 12.3.5, pg. 2)**
 - All PC members must be MSP bargaining unit members
 - Should a DPC member also sit on the CPC, that faculty member cannot vote on candidates from their own department at the college or school level
- **Personnel committee autonomy mandate (Articles 12.3.7 & 20.3.2, pg. 2)**
 - PCs shall choose their own chair, convene itself, deliberate without participation of the dept. chair/head or dean, and formulate its own recommendations independently
- **The department chair shall provide (via upload to APWS by 10/31/19) job descriptions of NTT faculty under review to the DPC for personnel purposes (Article 21.5, pg. 3)**
- **The Basic File shall include the candidate's five most recent AFRs, including any contemporaneous comments by the PC (Article 12.5a7, pg. 8)**
- **When material is added to the basic file, the DPC shall have an opportunity to respond to it (Article 12.5b3, pg. 9)**
- **Contrary recommendations in major personnel actions**
 - Prior to making a recommendation contrary to prior recommendations, reviewers (CPC, Dean, Provost or Chancellor) must query prior reviewers in writing and include the query and any responses to it in the basic file. (Articles 12.13-12.16, pgs. 9&10)
- **Librarians**
 - Articulates numbers of internal and/or external letters of reference required for continuing appointment and promotion reviews (Article 20.4.2(6), pg. 11)
 - Clarifies and expands criteria for promotion (Article 20.8.2, pgs. 13-15)
- **Clinical Nursing Faculty – New CBA article establishing promotion and reappointment process (Article 21.2C and 21.3C, pgs. 16-21)**
- **Salary Equity Review & Adjustment (replaces old anomaly process) (Article 26.10, pg. 26)**
 - Central review committee composed of half faculty/half non-unit administrators to develop rules and procedures for determining the existence of potential salary inequities and make recommendations to the Provost for correcting them.
 - Efforts made to de-identify individuals recommended and their comparators during the review process.
 - A central pool of \$200k, allocated to each college by FTE, will be distributed to each college annually through this process.
 - With the approval of MSP, colleges may use additional funds to correct salary inequities that were not addressed through the central process.
- **Research & Extension Faculty Promotion Agreements (see pgs. 27-32)**