1.1 The College of Liberal Arts shall consist of the Departments of Anthropology,

Department Chairs and Directors serve at the pleasure of the Dean. They may be removed for cause upon consultation with department and program faculty.

2.8 The Chairperson or academic unit Director shall be responsible for the administration of her or his department or academic unit.

2.9

4.3.5 The Personnel Committee shall consist of five tenured faculty and two promoted non-tenure track faculty. A minimum of three of the five tenured committee members shall be at the rank of tenured Professor. Two promoted non-tenure track members may be at the rank of Associate or Professor in Residence, Senior Lecturer, or promoted clinical or research faculty. Of the seven committee members, at least three shall be from the humanities (ENG, HIST, PHIL, WLC), and three shall be from the social sciences (ANTH, TI and threeycMcOTmOTmmO g0 G[(Tw)

Personnel Committee during the academic year in which their promotion application is reviewed, and Personnel Committee members may not attend or vote in meetings involving their own merit applications or peer evaluations.

4.3.5.f. The Personnel Committee shall also serve as the College's Merit Committee and Peer Review Committee. All committee members may deliberate and vote on merit recommendations. For cases involving the Peer Review Committee, only tenured members at the rank of Professor may deliberate and vote.

4.3.5.g. The Personnel Committee will select one of its members who

solicit candidates to fill the remaining ballot spaces.

4.4.2 Faculty members of standing committees shall be elected before the

- (d) The Dean of the College of Liberal Arts shall forward to the Faculty Senate Priority and New Program Committee the College's prioritized list requesting new positions, with the understanding that the Faculty Senate Priority and New Program Committee is not required to review position requests intended to fill vacant lines, so long as such lines remain in the same academic unit. After review by the Senate Committee and the Executive Vice President and Provost, the Dean shall notify College units of the number of positions approved, and the formal recruitment process will begin.
- (e) Search Committees. Following administrative approval for recruitment, department or academic unit faculty shall elect faculty to search committees. The search committee will elect its own chair and conduct the formal recruitment process. Annually, with respect to each approved search, the unit's faculty may approve a suspension of this search procedure, as permitted by UNLV Bylaws, 15.8, by a majority vote of all eligible faculty in accordance with unit bylaws.

5.2. <u>Curriculum</u>

Curriculum and requirements change within a department or an academic unit or cooperating departments or academic units shall originate with the members of that department or academic unit, or departments or academic units, and shall follow the approval and routing procedures established by the relevant University Curriculum Committees. Changes approved by the College Curriculum Committee shall be communicated to the Associate Dean, who shall make notice of such a change available to all members of the College faculty. If, within one week subsequent to notification, no protest is made by any other department or academic unit acting through its Chairperson or Director, the change will be considered approved by the College. If a protest is made by a Chairperson or Director, or 10 members of the College, or if the Dean of the College has reservations, the Dean shall refer the matter to the Executive Committee of the College for recommendation to the voting members of the College for final resolution. ion. Proposed changes in College requirements or modification of such requirements shall require approval by two-thirds electronic vote of the members of the College voting. The Executive Committee shall propose all changes or modification in College requirements or modification of such requirements, except in such instances in which fifteen percent of the members of the College sign a petition and submit it to the Dean.

5.2.2 Class Scheduling

The faculty of each department or academic unit shall recommend to the Chair or Director departmental or academic unit courses to be taught each semester for University credit. The Chair or Director, in consultation with the faculty, will create a schedule which meets the needs of students and which rotates courses in such a manner as to provide for timely graduation for department or academic unit majors.

5.2.3 Faculty Course Assignment

The chair of each department, after consultation with the departmental faculty and in accordance with the UNLV Bylaws [Chapter II, Section 3.1] shall assign each faculty member specific courses [Chapter II, Section 3.1].

5.2.4 New Courses

New courses within an academic unit, a department or cooperating departments and academic units shall originate with the members of that academic unit or department or departments and academic units and shall follow the approval and routing procedures established by the UNLV Bylaws, Chapter II, Section 5. Upon approval of new courses, the Assistant or Associate Dean will inform all members of the College faculty. [Chapter II, Sections 5.1., 5.2, 5.2 (a), 5.3.2., 5.3.3, 5.3.4]

5.2.5 <u>New Programs of Study</u>

New programs of study must be approved by faculty within the originating academic unit or department and shall follow the approval and routing procedures established by the UNLV Bylaws, Chapter II, Section 6. [Chapter II, Sections 6.1., 6.3.2, 6.3.3. 6.3.4]

5.3 Faculty Organization

5.3.1 Policies and Procedures Relating to Faculty Rights and Duties

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All specified professional responsibilities and performance expectations shall be discussed by the individual faculty member and the department Chair or academic unit Director. Individual workloads will be determined for a member of the faculty in accordance with the mission specifying majority and minority opinions.

faculty member who is being reviewed may be advised by an advocate during the peer review process and at any meetings with the peer review committee.

(C) The Personnel Committee will meet within fifteen calendar days after the dean receives a faculty member's written request for a peer evaluation. The faculty member will be notified of the date, time and location of the Personnel Committee's meeting and of his or her right to submit all relevant documentation to the Committee. The Personnel Committee will be provided with copies of the chair's or academic unit director's Annual Evaluation Report, the evaluee's self-evaluation and written request for a peer evaluation, any other relevant documentation used in the evaluation process, and any supplemental documentation supplied by the faculty member. The Personnel Committee shall meet separately with both the department chair and the evaluee, and shall submit its written evaluation report to the Dean no later than the end of the B-contract period. Both the department chair or the academic unit director and the evaluee shall receive copies of this report.

The Personnel Committee's deliberations shall remain confidential. Its report will be distributed only to those individuals named above and university officers in regular administrative channels.

5.3.6 <u>Procedures for Annual Evaluation of Faculty-in-Residence and O-Rank</u> <u>Faculty</u>

Each department and academic unit shall establish guidelines for evaluation and promotion of its Faculty-in-Residence, and for Clinical Faculty or Research Faculty in non-tenure-track positions (Rank 0 positions) or adopt College policy guidelines for such evaluations and promotions. For a successful promotion application, at a minimum, such non-tenure track, 0-rank faculty must achieve a ranking of "excellent" in the dominant workload category and a ranking of at least satisfactory in the other area(s) of responsibility. Annual evaluations of non-tenure track, rank 0 faculty, will also be based on these guidelines.

5.3.7 <u>Merit Guidelines and Procedures (Faculty)</u>

5.3.7.1 The determination of merit guidelines shall be made by the Personnel Committee with the advice and consent of the Dean and in consultation with the College Executive Committee.

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- 5.3.7.2 Each department or academic unit may determine the process used to rank its faculty; however, a FINAL RANKED LIST shall be submitted to the Dean by the Personnel Committee.
- 5.3.7.3 The award of merit shall require a SPECIFIC APPLICATION and an EVALUATION PROCESS SEPARATE FROM ANNUAL or other evaluations of faculty.
- 5.3.7.4 The merit appeal process shall follow the guidelines specified in the UNLV By-Laws (Chapter III, Section 10).

5.3.8

members of the College are present and there is no objection from any voting member present.

6.1 The College of Liberal Arts strictly adheres to policies of equal educational opportunities, equal employment opportunities, and nondiscrimination. It follows policies of equal opportunity and affirmative action in accordance with state and federal laws, regulations, and guidelines. The College of Liberal Arts will not discriminate on the basis of age, color, creed, marital status, national origin, physical or mental disability, race, religion, sex, sexual orientation, or veteran status.

evaluations; assessment of clinical duties, if applicable; breadth of courses taught; course and curriculum revision, instructional resource development, pedagogical innovation, or research on student learning; effective mentoring of, or co-authorship with graduate and undergraduate students; or other evidence of student success. Further demonstration of excellence in teaching may include the conferral of teaching awards or other recognitions of teaching; publication of textbooks or scholarship on learning and pedagogy; or community engagement in teaching. As per the UNLV Bylaws, Chapter III, Section 16.6.2, "Full professors are expected to demonstrate greater impact with their students as specified in unit bylaws."

- 1.5 : To demonstrate excellence in research, scholarship, creative, or clinical activity, a faculty member being evaluated for promotion should have developed a body of work of sufficient quality and quantity that it has gained recognition and established the candidate's national or international reputation in the field. In addition, faculty must demonstrate the promise of continued scholarly achievement. As expectations vary across the different disciplines and areas of the college, each unit should identify metrics for demonstrating excellence in this area that can be understood clearly by colleagues within the discipline and across the college. These metrics may include but are not limited to the following: evidence of peer-reviewed scholarly publications, public presentations of academic and creative work in recognized venues, evaluations of publications or creative work through independent reviews or citation indices, participatory research, fulfillment of contracted professional work, and the conferral of external research grants or contracts, awards, or recognitions for research.
- 1.6 <u>:</u> To demonstrate effectiveness in service, a faculty member being evaluated for promotion should provide evidence of growth in service since tenure, and effective and positive contributions to the missions of the department, College and academic profession. Excellence in service should be assessed through metrics that are intelligible to colleagues in the unit and across the College. These metrics may include but are not limited to contributions to the university community, including service on elected or appointed committees or positions; participation in civic, professional or academic organizations; service to regional, national or international scholarly or professional societies; community engagement outside the university; conferral of service grants; and the ability to work with faculty, students, and community members in the best interest of the academic community.

- 2.1 Tenure and Promotion to Associate Professor in the College of Liberal Arts is based on the overall demonstrated excellence and promise of continued excellence in professional activities in the areas of 1) research, scholarship, creative, or clinical activity; 2) teaching; and 3) service, as outlined in Section 16.5 of the UNLV Bylaws. The College holds these expectations for all tenure track faculty regardless of their departmental or unit affiliations.
- 2.2 For tenure and promotion to Associate Professor, a candidate must have a record of achievement sufficient to have gained recognition among peers in their field, and must have established or be on a trajectory toward establishing a national professional reputation and the promise of further achievement. Given that the definition of "excellence" in each area of activity—research, teaching, and service— is discipline-specific, qualifying criteria for tenure and promotion should be established at the department or unit level and communicated to faculty. To be approved for tenure and promotion by the College, a faculty member should demonstrate overall excellence by satisfying the qualifying criteria as defined within the unit in a manner that can be clearly comprehended by colleagues among the various disciplines of the College.
- 2.3 _____: To demonstrate effectiveness in research, scholarship, creative, or clinical activity, a faculty member being evaluated for tenure and promotion should have developed a body of work of sufficient quality and quantity to be recognized as having an established or emergent national reputation in the candidate's field and the promise of further achievement. As expectations vary across the different disciplines and areas of the college, each unit should identify metrics for demonstrating effectiveness in this area that can be understood clearly by colleagues within the discipline and across the college. These metrics may include but are not limited to the following: evidence of peer-reviewed scholarly publications, public presentations of academic and creative work in recognized venues, evaluations of publications or creative work through independent reviews or citation indices, participatory research, fulfillment of contracted professional work, and the conferral of grants, awards, or recognitions for research.
- 2.4 _____: To demonstrate effectiveness in teaching, a faculty member should have satisfied the unit's defined standards as measured on multiple metrics assessing the candidate's contribution to the College's instructional missions that include both the conferral of degrees and certificates, and, if teaching undergraduate courses, the contribution to University Undergraduate Learning Outcomes through general education. These

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recommendation to the President. The President makes the final decision on each promotion recommendation. Promotion files for Rank 0 faculty are not evaluated by the University Tenure and Promotion Committee (UNLV Bylaws, Chapter III, Section 16).

Faculty will be notified of promotion decisions following the procedures established in the UNLV Bylaws, Chapter III, Section 6. In addition, "[n]o

forwards the file to the Executive Vice President and Provost, who provides a recommendation to the President. The President makes the final decision on each promotion recommendation. Promotion files for Rank 0 faculty are not evaluated profession. Effectiveness in service should be assessed through metrics that are intelligible to colleagues in the unit and across the College. These metrics may include but are not limited to contributions to the university community, including service on elected or appointed committees or positions; participation in civic, professional or academic organizations; service to regional, national or international scholarly or professional societies; community engagement outside the university; and the ability to