

ALES Faculty Evaluation Committee Report for 2018 (January – June) Annual Reports

The ALES Faculty Evaluation Committee (FEC) met on February 6th and 7th, 2019. This report provides some reflections on this year's annual reporting process and summarizes the FEC process and outcomes. The report also outlines the changes to come for the 2019 reporting period (July 2018 to June 2019).

Reflections from the FEC Discussions

The ALES FEC continues to be impressed with the effort, innovativeness, creativity and productivity of ALES Faculty members. As mentioned last year, it is remarkable to read the reports of successful teaching, graduate student supervision, research projects, extension outcomes, and service to the profession, the community and the university.

This year was the first time that ALES used the FAR online annual report system. While there were a few “glitches” in the system, for the most part the system appeared to work well. In addition to individual Faculty members completing their reports online, the ALES FEC used the FAR system to review the files and exchange information between the Department Chairs and FEC members. While the system worked well overall there will be changes. Changes to the report form will be made, and the Guidelines document will be revised. Some details of these changes are provided below. FEC welcomes comments from Faculty members on the FAR system. Please send any comments to the FEC Chair, or any of the FEC members (listed at the end of this document).

One of the advantages of the electronic annual report form is that the new version of the form can be made available well before the annual reports are due. While we could have opened a new reporting session immediately after the FEC meetings, we decided to delay by a few weeks so that changes to FAR being made by the university, and changes to FAR arising from the ALES FEC process, could be incorporated. Please watch for an email indicating that the reporting period has opened.

Every year there are a number of issues that FEC observes in the completion of annual reports that could be improved upon. Some of these items are described in Appendix B. Additional information will be provided in a revised guide for completion of annual reports.

General Issues

Changes to the Composition of FEC: As approved at Faculty Council, the composition of FEC will be changing. Each department must have at least one member among the elected members of FEC, and there will be one additional member elected “at large.” There will be an election for new members soon. Appendix A of this report outlines the process for elections, and renewal of FEC members, for the coming year.

Due Dates for Annual Reports in 2019: In 2019 ALES will be reporting on the period July 1, 2018 to June 30, 2019. The FAR online reporting system will be available to Faculty members very soon. Individuals can begin filling in their annual reports as soon as the form is ready, but should submit after July 1. The

expected due date for the 2018/19 July – June reports will be in September, 2019. Specific dates will be provided by your Department Chair.

Predatory Journals: There continues to be discussion and concern around predatory journals (and conferences). One of the challenges, however, is that it is not always clear whether a journal is truly “predatory.” Very recently the U.S. Federal Trade Commission won a settlement for \$50M against a journals group because of their predatory practices. The OMICS International journals were charged in this case (see <https://www.nytimes.com/2019/04/03/science/predatory-journals-ftc-omics.html?action=click&module=Latest&pgtype=Homepage>). FEC will continue to discuss this issue and may consider hosting a workshop on the topic. At the least Faculty members should ensure that they are aware of the reputational risk associated with publishing in, or being an editor of, a predatory journal and make sure their students and postdoctoral fellows are also aware. Faculty members can also contact their Department Chairs or the FEC Chair for additional information.

Evaluation of Teaching: There has been considerable discussion on campus as well as in higher education media about the evaluation of teaching, the use of student questionnaires (such as USRIs) in evaluation, and other methods of evaluation of teaching for use as summative evaluations in FEC processes (e.g., tenure or promotion decisions). The ALES FEC will be reviewing the ALES guidelines and processes associated with evaluating teaching and learning and will provide a report to Faculty Council with its findings.

If you have any questions or comments please feel free to contact Vic Adamowicz, FEC Chair.

2018 FEC Membership

Vic Adamowicz, Vice Dean, (FEC Committee Chair)

Ellen Macdonald, Chair, Renewable Resources

Peter Boxall, Chair, Resource Economics and Environmental Sociology

Ruurd Zijlstra, Chair, Agricultural, Food & Nutritional Science

Deanna Williamson, Chair, Human Ecology

Solina Richter, External Representative (President Review Committee)

David Sharp, External Representative (FSO)

Elected Members

Nat Kav, Professor, AFNS (until June 2020)

Scott Jeffrey, Professor, REES (until June 2020)

John Parkins, REES (until June 2019)

Spencer Proctor, AFNS (until June 2019)

Administrative Support (ex officio)

Shayantani Sarkar, ALES Human Resources Manager

Rehana Bennett, ALES Executive Assistant

Process and Outcomes

The ALES FEC is made up of the Vice Dean (Chair), four Department Chairs, four elected members, a representative from the President's Review Committee (PRC) and a Faculty Service Officer (FSO) representative. The PRC and FSO representatives are not from ALES. The Dean also attends FEC to report on Faculty members for whom he has supervisory responsibility, and to participate in discussions about the FEC process and potential improvements. Two individuals from the Dean's office provide administrative support. This year's FEC members are listed at the end of this report.

At the February meeting FEC reviews promotions to full professor, FSO annual reports and assistant, associate and full professor annual reports. This year there were:

- 5 Associate Professors promoted to Full Professor. Congratulations!
- 9 Faculty Service Officer annual reports
- 15 Assistant Professor reports
- 37 Associate Professor reports
- 55 Full Professor reports (including two Associate Dean reports)
- The Dean also evaluated the 4 Department Chairs; this evaluation is done outside of the regular FEC process, but the increments for this group are from the ALES allocation.

The increment pool available to ALES is calculated as the number of eligible Faculty member times 1.2 merit increments (Faculty members at ceiling are not included in the calculation). The same formula is applied to FSOs¹. Reports are assessed on all three areas (teaching, research and service/admin) based on the nature of the appointment (i.e., split of responsibilities) and rank/seniority, taking into account disciplinary differences.

When making initial increment recommendations, Chairs were asked to achieve a target of 1.18 increments per eligible Faculty member. Awards of one increment were given to 36.4% of faculty, 1.25 increments were awarded to 32.7% of faculty, 1.50 was awarded to 18.7% and 1.75 increments were awarded to 2.8% of faculty.² Some increments below 1.0 were also awarded. Relative to the initial recommendation from Department Chairs, FEC increased six (6) increment awards and decreased two (2).

¹ Since there are only a small number of FSOs and some are at their salary (and increment) ceiling, this report will not provide statistics on the FSO increment allocation (to protect privacy).

² Faculty members at ceiling are not included in calculating these percentages.

APPENDIX A.

FEC Membership Transition

Current elected members of FEC will be allowed to serve the remainder of their term.

There are currently no elected members from Human Ecology or Renewable Resources.

Elected members serving their last term this year (finish June 2019) are from AFNS and REES, but there will still be elected members from REES and AFNS on FEC.

In June 2020 two elected members from AFNS and REES will complete their terms.

Based on these conditions, the FEC membership structure will be achieved through the following process:

- In 2019, an election for three open spots will be held; one member from Human Ecology, one member from Renewable Resources, and one member “at large”, all of whom will be elected by ALES Faculty members. (i.e., all departments will have an elected member, plus there will be one member at large)
- Elections will be held such that faculty members will vote for the number of candidates that equals the number of open seats. For example, in 2019 Faculty members will each vote for three candidates. The candidate from Human Ecology with the highest number of votes will be elected. The candidate from Renewable Resources with the highest number of votes will be elected. Finally, the candidate with the highest number of votes overall will be elected as the “at large” member. If the candidate with the highest number of votes is from either Human Ecology or Renewable Resources, the next candidate with the next highest number of votes will be elected as the “at large” member. Faculty members will be informed of the voting process and mechanism for selection.

APPENDIX B.

Here are a few issues associated with the completion of annual reports that were identified this year:

- Reporting on courses continues to be somewhat of a challenge – especially where there are lab sessions. Please report whether you supervised the lab sessions (or not) and in reporting student contact hours please only report the number of hours in the class or lab (not hours advising students outside of class, etc.). Also please provide some reflection / evaluation of teaching. If there are student concerns or issues identified, speak to them in the reflections.
- Please check the committees that you are on and report the dates of committee membership.
- There is no need to include abstracts of presentation in the report of presentation. We will be providing some examples of how to report presentations (and similar activities) in the revised reporting Guidelines.
- Other than sabbatical reports there should be no attachments included with the annual report unless requested by the chair.
- There is some confusion about the reporting of research grants, particularly the amounts that are received in the time period being evaluated, the percentage allocated to your program, etc. There will be revisions in the reporting Guidelines document.
- As mentioned in previous years - if parental, maternity or other leaves occur during the reporting period, please contact your department chair as soon as possible regarding whether the report will be evaluated by FEC or whether a non-adjudicated increment be awarded.