Collective Bargaining Agreement

with

Portland State University Chapter,
American Association of University Professors

and

Portland State University
Portland, Oregon

For the Period
September 1, 2011 through August 31, 2013
3. Departmental procedures shall provide a variety of evidence to be used in the review of both fixed-term instructional and research faculty. Departments will require a personal narrative or self-evaluation and an annual report of relevant activities.
   (a) For fixed-term instructional faculty, departmental guidelines shall include the review of quantitative summaries of student evaluations of teaching and narrative reviews by departmental or other appropriate faculty of teaching materials and course materials.
   (b) For research faculty, departmental guidelines shall provide for narrative review by the principal research supervisor.

   A fixed-term faculty member under review may submit to the review committee other materials which the faculty member considers to be relevant.

4. Departmental procedures shall include review of other responsibilities in university and professional service as described in the position description. Departmental committees are expected to identify areas of strength and areas needing further development for each fixed-term faculty member reviewed as appropriate.

5. Review committees shall forward their recommendations to the department chair.

6. During the first six (6) annual appointments, a fixed-term faculty member shall be reviewed each year. Departmental reviews of fixed-term faculty with more than six (6) years of continuous service who have undergone a successful sixth-year review for multi-year appointment eligibility shall be completed at least once every three (3) years.

7. For any fixed-term faculty member on an annual appointment, review must be completed by March 15. For any fixed-term faculty member on a multi-year appointment, review must be completed by June 15 of the first year of a multi-year appointment.

   (b) During the sixth (6th) year of continuous service, fixed-term faculty shall be reviewed for eligibility for multi-year appointments. The faculty member may choose to defer this review. Upon successful review, the fixed-term faculty member shall be eligible and shall be considered for a multi-year appointment.

   (c) The University, at its discretion, may offer any fixed-term faculty member a multi-year appointment with the understanding that the review procedures based on the number of years of continuous service described above continue to apply. Grant-funded fixed-term research faculty members may receive contracts that run the length of the grant, up to three (3) years, as allowable by Administrative Rules and OUS policy, with Presidential approval.

   (d) Fixed-term faculty who are eligible and wish to be reviewed for promotion will be reviewed under departmental and University guidelines as described in Article 14 (PROMOTION AND TENURE) and this Section. This review would be in lieu of the review described in Section 3(a). One of the rewards of positive review for promotion will be automatic eligibility for consideration for multi-year appointments.

   (e) Each academic unit shall establish guidelines and criteria for promotion within both the instructional and research ranks consistent with University Policies and Procedures for the Evaluation of Faculty for Tenure, Promotions, and Merit Increases as referenced in Article 14.

       1. For instructional faculty, these guidelines shall include the criteria for promotion from Instructor to Senior Instructor and Senior Instructor to Assistant Professor.
       2. For research faculty, the procedures for promotion shall include the criteria for promotion between the ranks of research assistant, senior research assistant, research associate, and senior research associate.

   In no case shall the development of guidelines and criteria for promotion of fixed-term instructional and research bargaining unit members be the sole responsibility of a single
administrator; except under extraordinary circumstances, guidelines should be developed by an elected committee including fixed-term instructional and/or research bargaining unit members. Guidelines must be reviewed and approved by the appropriate dean and the Provost.

(f) For an individual fixed-term instructional or research faculty member, eligibility for multi-year appointments, once established, shall be continuous, unless there is a break in service and/or termination occurs. For the purpose of this article, approved sabbatical leave and professional development leave without pay are not considered breaks in service.

Section 5. Seniority Status

(a) The University and the Association agree that completion of six (6) or more years of full-time continuous service constitutes seniority for a fixed-term faculty member. Given consistent programmatic/curriculum needs, departments shall first offer fixed-term appointments to qualified fixed-term faculty with seniority.

(b) The University commits to send letters of offer no later than June 15th of each year to fixed-term instructional faculty members that (1) the University intends to continue to employ, and (2) have achieved seniority status with at least ten (10) years of continuous service.

(c) Upon request, the fixed-term faculty member with seniority must be considered for professional development leave without pay with the right to return. This seniority standard does not prohibit fixed-term faculty members from applying for earlier leaves or sabbatical leaves [as defined in Article 33 (SABBATICAL LEAVES)].

Section 6. The University will publish a chart including but not limited to the types of leaves, awards, grants, and appointments for which fixed-term faculty are eligible. This chart will be included in the ABC’s of PSU, the Office of Human Resources web site, and the appendices to the collective bargaining agreement.

Section 7. The University agrees to place a minimum of forty-five percent (45%) of fixed-term instructional and research faculty with seniority status on multi-year appointments beginning September 15, 2010. Appointment decisions should consider years of continuous service.

Section 8. Nothing in Article 18 shall be construed as superseding Article 22 (RETRENCHMENT).