

- Examples of appropriate coordination of curricular content, especially when it does not fit the organizational charts.

Reference to SACSCOC Documents, If Applicable

SACSCOC document: [Institutional Summary Form Prepared for Commission Reviews](#)

Cross-References to Other Related Standards/Requirements, If Applicable

Standard 6.2.a (*Faculty qualifications*)

Standard 6.2.b (*Program faculty*)

6.3 The institution publishes and implements policies regarding the appointment, employment, and regular evaluation of faculty members, regardless of contract or tenure status. (*Faculty appointment and evaluation*)

Rationale and Notes

Since the members of the faculty direct the learning enterprise of an academic institution and are responsible for assuring the quality of the academic programs, it is imperative that the institution maintains an effective system of appointing faculty members, continuing faculty members in employment, evaluating the quality of their work, and if necessary, discontinuing faculty. Appropriately approved processes should be in place and the institution should be able to show it consistently follows its own policies and procedures.

Policies relating to appointment of faculty would entail areas such as search processes, who has authority to make offers of employment, and how contractual relationships are established. Policies relating to employment would include rights and responsibilities of faculty, promotion policies, grievance processes (not related to academic freedom, which has a separate standard [see Standard 6.4 (Academic freedom)], dismissal processes, workload, and the like.

The concept of faculty evaluation encompasses a range of processes designed to assess the quality and effectiveness of the performance of each member of the faculty, including tenured, contractual, and adjunct/part-time faculty. Different types of faculty may be evaluated utilizing different procedures and perhaps on different expectations relative to teaching, service, research, and publishing. The expectation is that the policies and criteria are published. The overall evaluation system may include a variety of components; but regardless of the evaluation types used, it is critical that the faculty evaluation system be consistent with the institution's mission.

NOTES

This standard applies to faculty regardless of contractual status. However, it does not apply to student assistants, graduate assistants, and the like.

Student course evaluations, when used in isolation, are often deemed to be insufficient as a means of faculty evaluation.

Questions to Consider

- What are the policies regarding appointing, employing, and evaluating faculty?
- How are such policies developed and approved?
- How are the policies disseminated to ensure that all personnel are informed?
- Is the institution's documentation concerning faculty appointment, employment, and evaluation practices consistent with its published policies and procedures?
- Are evaluations administered on a regular and timely basis (at least every three years)?
- How does the institution ensure that faculty evaluation policies are appropriate for faculty members with different contractual statuses (tenured, tenure-track, non-tenured, adjunct)?
- How are faculty evaluations administered and used in ensuring the effectiveness of all faculty (especially in terms of student learning) while also ensuring fairness?

Sample Documentation

- Documents and publications that include the policies, procedures, and criteria used for appointment, employment, and evaluation of faculty.
- Directives, emails, minutes that show policies and procedures are followed in general terms.
- Specific examples showing policy compliance such as search committee processes, handling of grievances, promotion and tenure processes, evaluation of different contractual status faculty, etc. Examples would usually be redacted for privacy purposes but leave enough detail to show compliance.

Reference to SACSCOC Documents, If Applicable

This standard requires a policy or procedure; see Appendix A of this document for implications. See also:

SACSCOC good practices: [Developing Policy and Procedures Documents](#)

Cross-References to Other Related Standards/Requirements, If Applicable

Standard 5.4 (*Qualified administrative/academic officers*)

Standard 5.5 (*Personnel appointment and evaluation*)