COVER SHEET FOR PROPOSED CHANGES TO DEPARTMENT/COLLEGE
PERSONNEL PROCEDURES

In order to facilitate a complete and expeditious review by the Personnel Planning and Review Committee (PP&R) of the change(s) you propose to your personnel procedures, please adhere to the format described below, and also fill out the Background Information. Attach this memo as a cover sheet for the written material you submit to PP&R. PP&R assumes that the initiating Department or College Committee has determined that the proposed new or revised procedures are consistent with Section 600 and with the Collective Bargaining Agreement.

FORMAT: Please use a complete copy of your existing procedures as the starting point for the proposed revisions that you submit to PP&R for approval. Strike out any text that you wish to have deleted from your written procedures, and underline any text that you wish to have added to your written procedures.

BACKGROUND INFORMATION:

1. Are proposed changes those of College [ ] or Department [X] procedures? (check one)
2. Date that current proposed changes were sent forward: 1/30/2013
3. Department or College initiating proposed changes: American Indian Studies
4. Describe briefly the general reason(s) for your proposed change(s) (e.g., "proposed changes were initiated by the Department in response to a request from the College Personnel Committee, which felt that existing promotion criteria were too rigorous"). AIS Program addition that clarifies definition of publication
5. For Department Personnel Procedures, list the date the department faculty voted to approve the proposed changes: 10/30/2012
6. For College Personnel Procedures, list the date the college faculty voted to approve the proposed changes: 11/22/2012

FOR DEPARTMENT PERSONNEL PROCEDURES: (Sign & Print Name)

Chair, Department Personnel Committee
Date: 12/21/2017

Department Chair
Date: 12/21/2017

FOR DEPARTMENT PERSONNEL PROCEDURES & COLLEGE PERSONNEL PROCEDURES:

Chair, College Personnel Committee
Date: 1/23/18

College Dean
Date: 6/19/18

Chair, Personnel Planning and Review Committee
Date:

(for PP&R use only)

Sp18
Approval Date
F'18
F'21 Effective date (change in criteria)
S'23
Date of Next Review

Revised 10.16

n.forms: personnel procedures cover
Contributions to Field of Study

Currently, Section 632.4 Contributions to Field of Study, Item 2.b states:

The University shall recognize as significant contributions to the field of study:

Scholarly books and peer-reviewed articles that are published by recognized presses and journals (including peer-reviewed e-journals) devoted to 1) the candidate’s academic discipline or closely-related field; and/or 2) pedagogical research and/or teacher education in the candidate’s academic discipline or closely-related field.

We would like to add this language to the Personnel Procedures for American Indian Studies:

“The American Indian Studies Program also accepts as published a peer-reviewed article or book that is accepted for publication but not yet published. Appropriate documentation is required.”