

Proposed Revisions to the *Palmetto College Campuses Faculty Manual*
Palmetto College Campuses Faculty Senate
University of South Carolina

Brief Title of Proposed Change	Data has limited availability
Committee Proposing Revision	Executive Committee
Date of Presentation to Senate	11/10/2017
Senate Approval Date	

Rationale for Proposed Revisions

- At present, we only keep the last 6 years of teaching evaluations backed up at a time. This means that when some faculty apply for tenure and promotion, their “summary of teaching evaluations” can’t cover the entire time period that their file is supposed to cover. The section on Summary of Teaching Evaluations doesn’t acknowledge this difficulty.

Summary of Proposed Revisions

- We propose adding two sentences that acknowledge that there is limited data availability and clarify that this fact should not affect review of a candidate’s file.

Section and page numbers of the current *Manual* for proposed revisions

Current (p. 25)	Proposed
2. Each campus will designate an individual to be responsible for compiling cumulative teaching evaluation data for tenure and promotion candidates. The compiler will create a table with the candidate’s average scores as well as the campus scores for each question on the student evaluation, excluding any questions concerning the use of Blackboard and other technology. Additional summarized data may be requested by the campus and/or academic unit on the candidate’s behalf for this table (Table 1).	2. Each campus will designate an individual to be responsible for compiling cumulative teaching evaluation data for tenure and promotion candidates. The compiler will create a table with the candidate’s average scores as well as the campus scores for each question on the student evaluation, excluding any questions concerning the use of Blackboard and other technology. Additional summarized data may be requested by the campus and/or academic unit on the candidate’s behalf for this table (Table 1). <u>This summary will include data going back only as far as the period the tenure or promotion file covers, or else as far back as records are available. The candidate will not be held responsible for maintaining records beyond what the university has access to at the time of the preparation of the file, and the absence of such data shall not affect the consideration of a candidate’s file at any level of the review process.</u>

