

MEMORANDUM

TO: 2018-2019 University Reappointment, Promotion and Tenure Committee (URPTC)
Karen Hollebrands (Education), ***Committee Chair***
Joe Brazel (Poole - Management)
Chandra Cox (Design)
Denise Gonzales Crisp (Design)
Shu-Cherng Fang (Engineering)
Loren Fisher (Agriculture & Life Sciences)
Mi Gyung Kim (Humanities & Social Sciences)
Gary Lackmann (Sciences)
Yu-Fai Leung (Natural Resources)
Jeannette Moore (Agriculture & Life Sciences)
Marguerite Moore (Wilson - Textiles)
John Nietfeld (Education)
Natasha Olby (Veterinary Medicine)

FROM: Warwick A. Arden
Executive Vice Chancellor and Provost

SUBJECT: 2018-2019 Annual Report Recommendations

DATE: May 29, 2019

Thank you for your service on the 2018-2019 University Reappointment, Promotion and Tenure Committee. I recognize your participation required a significant amount of time in meeting, thoroughly examining the RPT process and policies and diligently reviewing the assigned cases. The seriousness and thoughtfulness with which you have responded to your charge is greatly appreciated. I would especially like to thank Professor Karen Hollebrands for her leadership of the committee this year.

The committee has provided me with several items to review and I assure you the input provided will be seriously studied and considered. The recommendations regarding assessment of teaching, the external evaluation process and internal written assessments are particularly important. Some steps have already been made toward improvements in these areas: Section II of the [RPT Dossier Format Regulation](#) now includes recommendations by the Evaluation of Teaching committee regarding evidence of teaching effectiveness and the [Regulation on Consultation and Written Assessments, Recommendations and Responses in RPT Review](#) now includes an expanded definition of what constitutes an external evaluator and clarifies the process for identifying and discussing potential evaluator conflicts with the candidate under review. I agree that improvements are needed in some of the internal written assessments. Included on the 2019-2020 RPT website are [reminders](#) that the DVF and CRPTC assessments should be inclusive in scope, clearly expressing the range of peer viewpoints on the quality and impact of the candidate's work. In addition, my May 13, 2019 [memo](#) to Deans and Department Heads encourages review of the RPT [videos](#) and [FAQs](#) provided online. The video on RPT Assessments, Recommendations and Votes gives tips on best practices for assessment and recommendation documents, and accuracy in voting in the reappointment, promotion and tenure processes. I will ask Katharine Stewart and Amy Jinnette to continue studying all of your concerns and make improvements to the process where possible.

As I discussed with you in our final meeting of the year, I appreciate the concerns you raised about the committee's charge, particularly with respect to matters that should be included in the written evaluations for assigned cases. I have asked my staff to revise the template document that is shared with the committee going forward. We will also be sure to discuss this aspect of the charge in more detail at the initial meeting of the committee that occurs each fall.

Again, thank you for your service and for all the contributions you make to NC State. For those continuing on the committee, I look forward to working together next year to further our efforts in support of this important process.

cc: Deans