

1IUPUI 2022-2023 PT Guidelines
Quick Reference
Voting Procedures

Overview:

- In **e-dossier**, only *overall votes* are recorded, e.g. 3 Yes [overall], 2 No, 1 Abstain [was a participating member of the committee but did not vote at this level], 2 Absent [were members but not present for deliberations.].
 - If someone recuses themselves from a candidate's case because of a conflict of interest, they are not part of the committee, do not engage in deliberation, do not vote, and are not part of any count.
- In the **committee letter**, *component votes and overall votes* are recorded. The letter should give an overall summary of the case (or refer to and agree with a summary in a previous level's letter), describe any facet which is different from what was discussed at a prior level, and account for the reasoning behind any negative vote (component vote or overall vote.) Both overall votes and component votes are listed. Members are listed but not tied to specific votes.
- In **chair or dean letters**, an *overall vote* is recorded. Components need not be listed unless there is an overall negative vote, in which case the specifics of the negative component should be described.

Single area of excellence

Research excellence, Tenure-track

Components:

- Research: excellent, highly satisfactory², satisfactory, unsatisfactory
- Teaching: xxxx, highly satisfactory, satisfactory, unsatisfactory
- Service: xxxx, highly satisfactory, satisfactory, unsatisfactory

Any single 'unsatisfactory' component, or less than 'excellent' in research, leads to an overall negative vote.

Teaching excellence, Tenure-track

Components:

- Research: xxxx, highly satisfactory, satisfactory, unsatisfactory
- Teaching: excellent, highly satisfactory, satisfactory, unsatisfactory
- Service: xxxx, highly satisfactory, satisfactory, unsatisfactory

Any single 'unsatisfactory' component, or less than 'excellent' in teaching, leads to an overall negative vote.

¹ Reviewers MAY choose 'excellent' if they feel evidence supports that, however, they MAY NOT change the area of excellence. Candidates presenting area A as excellent must meet excellence in A, whether or not they reach excellence in B and C.

² The term "highly satisfactory" may be used, or "clearly beyond satisfactory" or something else that is used in the school.

Service excellence, Tenure-track

Components:

- Research³: xxxx, highly satisfactory, satisfactory, unsatisfactory
- Teaching: xxxx, highly satisfactory, satisfactory, unsatisfactory
- Service: excellent, highly satisfactory, satisfactory, unsatisfactory

Any single 'unsatisfactory' component, or less than 'excellent' in teaching, leads to an overall negative vote.

Service excellence, Clinical

Components:

- Teaching: xxxx, highly satisfactory, satisfactory, unsatisfactory
- Service: excellent, highly satisfactory, satisfactory, unsatisfactory

Unsatisfactory in teaching, or, less than excellent in service, leads to an overall negative vote.

Teaching excellence, Clinical or Lecturer

- Teaching: excellent, highly satisfactory, satisfactory, unsatisfactory
- Service: xxxx, highly satisfactory, satisfactory, unsatisfactory

Unsatisfactory in service, or, less than excellent in teaching, leads to an overall negative vote.

Balanced-Binned Case

Tenure-track:

- Research: xxxx, highly satisfactory, satisfactory, unsatisfactory
- Teaching: xxxx, highly satisfactory, satisfactory, unsatisfactory
- Service: xxxx, highly satisfactory, satisfactory, unsatisfactory

Any single component rated below "highly satisfactory" leads to an overall negative vote.

Achievement in each area does not need to be exactly equal.

Clinical:

- Teaching: xxxx, highly satisfactory, satisfactory, unsatisfactory
- Service: xxxx, highly satisfactory, satisfactory, unsatisfactory

Any single component rated below "highly satisfactory" leads to an overall negative vote.

Achievement in each area does not need to be exactly equal.

Balanced-Integrative ____ Case [DEI or thematic]

Tenure-track:

- S/U: Research: at least satisfactory, unsatisfactory
- S/U: Teaching: at least satisfactory, unsatisfactory
- S/U: Service: at least satisfactory, unsatisfactory

Any single 'unsatisfactory' vote leads to an overall negative vote

³ School of Medicine: Caution: IU tenure track faculty must be assessed as at least satisfactory in *research* in addition to service-excellence evidence. Where the dividing line between research scholarship and service scholarship is unclear, please make sure that campus reviewers will understand the SoM assessment.

Integrative [overall, holistic] excellence:

- Y/N: Philosophy: [DEI, or thematic—clear and tying together activities]
- Y/N: Integrative: Significant works are tied together
- Y/N: Independence: Candidate explains their own unique role
- Y/N: Scholarly impact: Peer-reviewed dissemination to academic audiences
- Y/N: Direct impact: measures of making a difference for individuals/groups
- Y/N: Plans for the future [especially relevant for tenure cases.]

Overall: has the candidate's total impact been excellent/highly beneficial for the unit/university? Excellent, highly satisfactory, satisfactory, unsatisfactory

Any judgment other than excellent would result in an overall negative vote.