

**APPENDIX C: GUIDELINES FOR ACKNOWLEDGMENT AND EVALUATION OF FACULTY PARTICIPATION IN GRADUATE INTERDISCIPLINARY PROGRAMS AND OTHER INTERDISCIPLINARY UNITS**

In 1992 the Faculty Senate approved the policy that faculty efforts in “interdisciplinary activities should be recognized” in promotion (career, tenure or continuing status) reviews. This Appendix provides updated guidelines on the procedures for acknowledgment and evaluation of faculty participation in the teaching, research, and service activities of Graduate Interdisciplinary Programs (GIDPs) and other interdisciplinary units

**Policy**

In cases where participation in the activities of GIDPs and interdisciplinary units comprises an integral part of a candidates’ professional activities, these efforts should be included and acknowledged in promotion reviews at all levels of evaluation along with other relevant activities.

**Implementation Procedures**

The following are the implementation guidelines:

1. A faculty person who is a member of a GIDP or actively involved in an interdisciplinary unit will be asked to include, as part of his or her Promotion Dossier, the details of relevant activities (teaching, research, and service) in the appropriate GIDP or interdisciplinary unit.
2. The head of the home department shall request an evaluation from the chair of the relevant GIDP or director of the interdisciplinary unit. This written evaluation will report on the degree of participation and the quality of the activities of the candidate in the GIDP or unit.
3. This evaluation should be written by the chair of the GIDP or director of the unit (in accordance with the prevailing policies of the relevant home department and/or college). The evaluation will be sent to the candidate’s home department promotion committee for inclusion in the candidate’s Promotion Dossier.
4. Additional input may also be solicited from the GIDP or unit whenever it is deemed appropriate e.g., when the candidate has served as a chair of a GIDP or interdisciplinary unit. This inclusion will be done with the candidate’s written consent.
5. Once documentation of activities in GIDP or interdisciplinary unit has been incorporated into the candidate’s dossier, it shall be considered by the department, college, and university promotion committees as an integral part of the evaluation of the candidate for promotion and/or tenure.
6. When candidates have significant participation in a GIDP or interdisciplinary unit, a representative from the unit or GIDP should be asked to serve on the departmental committee.