



<b>POLICY TITLE</b>	Faculty Rights and Professional Responsibilities	<b>Policy Number</b>	635
<b>Section</b>	Academics	<b>Approval Date</b>	April 15, 2010
<b>Subsection</b>	Faculty	<b>Effective Date</b>	April 15, 2010
<b>Responsible Office</b>	Office of the Senior Vice President of Academic Affairs		

### 1.0 PURPOSE

1.1 Institutions of higher education exist for the common good, which depends upon the free search for knowledge and its free exposition. This policy sets forth the rights and responsibilities of faculty members consistent with principles of academic freedom as articulated in the *1940 Statement of Principles on Tenure and Academic Freedom (AAUP)*.

### 2.0 REFERENCES

2.1 *1940 Statement of Principles on Tenure and Academic Freedom*, American Association of University Professors (AAUP)

2.2 Federal Educational Rights and Privacy Act (FERPA)

2.3 Utah Code, Title 63G, Chapter 07, *Utah Governmental Immunity Act*

2.4 Utah State Board of Regents' Policy R481 *Academic Freedom, Professional Responsibility, and Tenure*

2.5 UVU Policy 114 *Conflict of Interest*

2.6 UVU Policy 136 *Intellectual Property*

2.7 UVU Policy 542 *Student Records Access (Student Privacy/FERPA)*

2.8 UVU Policy 639 *Adjunct Faculty*

2.9 UVU Policy 641 *Salaried Faculty Workload–Academic Year*

2.10 UVU Policy 646 *Faculty Appeals for Retention, Tenure and Promotion*

### 3.0 DEFINITIONS

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**3.1 Faculty:** For the purposes of this policy, the term “faculty” or “faculty members” shall mean salaried, benefits-eligible faculty members. (See UVU Policy 639 *Adjunct Faculty* for the rights and responsibilities of adjunct faculty.)

**3.2 Peer review:** The evaluation of scholarly or creative work or performance by other professionals in the same field or in closely related fields to ensure and enhance the quality of the work or performance in that field.

## 4.0 POLICY

### 4.1 Academic Freedom and Faculty Rights and Responsibilities at UVU

**4.1.1** Academic freedom shall be recognized as a right of all members of the faculty as they engage in teaching, scholarly and creative activities, and service to the University and their professions.

**4.1.2** Faculty members shall be entitled to due process as set forth in applicable university policies.

**4.1.3** Subject to university, curriculum, and scheduling needs, faculty members shall be entitled to reasonable workloads sufficient to carry out their individual duties consistent with university policy. (See UVU Policy 641 *Salaried Faculty Workload*.)

**4.1.4** Faculty members shall demonstrate civility towards others; those with differing opinions shall be treated likewise by fellow faculty, staff, and students.

**4.1.5** As with all state employees, faculty members are entitled to and subject to the provisions, protections, and requirements of the *Utah Governmental Immunity Act*, specifically including those provisions concerning defense of claims brought against a faculty member as more fully set forth in Utah Code Section 63G-7-902.

### 4.2 Faculty Rights and Responsibilities in Teaching

**4.2.1** Faculty members shall encourage the free pursuit of learning in an atmosphere of civility, respect the rights of all students, exhibit and foster honest academic conduct, and evaluate students fairly.

**4.2.2** “Teachers are entitled to freedom in the classroom in discussing their subject, but they should be careful not to introduce into their teaching controversial matter which has no relation to their subject” (AAUP, 1940). Faculty members shall be careful to adhere to the subject matter and course objectives as stated in course catalogs and syllabi.



**4.2.3** Faculty members shall meet their obligations pertaining to course instruction, including holding class as scheduled, presenting approved curriculum, and being available to assist students. (See section 5.2.2.)

### **4.3 Faculty Rights and Responsibilities in Scholarly and Creative Activities**

**4.3.1** Faculty members are entitled to full freedom in research and in the publication of the results, subject to the acceptable performance of their other academic duties. Research conducted by faculty for pecuniary return shall be based upon a written understanding with the appropriate executive officer (or designee) of the University and shall be in compliance with UVU Policy 114 *Conflict of Interest* and UVU Policy 136 *Intellectual Property*.

**4.3.2** Faculty members have a responsibility to develop and improve their scholarly/creative competence.

**4.3.3** Faculty members shall uphold the academic and ethical standards of professional behavior established by the University and by their respective disciplines.

### **4.4 Faculty Rights and Responsibilities in Service**

**4.4.1** Faculty members are expected to participate in the academic organizations and professional communities of their disciplines.

**4.4.2** Faculty members' formal evaluations of colleagues shall be conducted professionally and objectively, respecting and defending the free inquiry of colleagues.

**4.4.3** Faculty members shall participate in committees at the department, college/school, or university levels on matters that pertain to the work of the faculty and to university governance, as appropriate.

### **4.5 The Rights and Responsibilities of Faculty as Citizens**

**4.5.1** Faculty members, as citizens speaking outside of the academic context, have the right of free expression. However, "when they speak or write as citizens, they should be free from university censorship or discipline, but their special position in the community imposes special obligations. As scholars and educational officers, they should remember that the public may judge their profession and their university by their utterances. Hence they should at all times be accurate, should exercise appropriate restraint, should show respect for the opinions of others, and should make every effort to indicate that they are not speaking for the University." (AAUP 1940)

### **4.6 The Role of Faculty in University Governance**



**4.6.1** Faculty members have primary responsibilities for curriculum, subject matter and methods of university, research, creative works and performance, and faculty status. When the Board of Trustees or President does not support faculty recommendations related to the above, the reasons for non-support shall be communicated to those who made the recommendations. Items including but not limited to budgets, personnel limitations, time constraints, and the policies of other groups, bodies, and agencies having jurisdiction over the University may set limits to realization of faculty recommendations.

**4.6.2** Pursuant to relevant university policies and procedures, faculty members have designated responsibilities concerning the following decisions regarding faculty: a) academic appointments, b) reappointments and decisions to not reappoint at midterm review, c) the granting of tenure, d) promotions, and e) dismissal for academic reasons. Recommendations in these matters shall be by faculty participation through established procedures and authorized by appropriate academic officers and the President, with final action by the Board of Trustees. Scholars in a particular field or activity have the chief competence for judging the academic work of their peers; in such competence, it is implicit that responsibility exists for both adverse and favorable judgments.

**4.6.3** Subject to approval by the President and the appropriate governing board(s), the faculty sets the requirements for the degrees offered, determines when the requirements have been met, and recommends to the President and Board of Trustees the granting of degrees.

## 5.0 PROCEDURES

**5.1** The following procedures, rights, responsibilities and duties apply to all faculty members as defined in section 3.2. Additional expectations may be specified in other policies and documents.

### 5.2 Teaching

#### 5.2.1 Curriculum

**5.2.1.1** Subject to curriculum and accreditation needs and guidelines of departments, colleges/schools, and the University, faculty members design and review curriculum and courses.

#### 5.2.2 Course Instruction

**5.2.2.1** Faculty members must supply a syllabus for each course they teach that clearly communicates course structure, schedule, student expectations, expected course outcomes and methods of assessment. Faculty members are free to set appropriate standards for student performance in their courses, subject to university standards.



**5.2.2.2** Faculty members have the responsibility to convene classes as listed in the class schedule and provide office hours for students as established by college/school guidelines.

**5.2.2.3** Faculty members shall fulfill reasonable and appropriate requests for peer, supervisor, and student evaluations of their teaching as required by the department chair and by retention, tenure, and promotion processes.

**5.2.2.4** Faculty members are expected to stay current on pedagogical techniques in their field(s) of expertise, and shall use appropriate strategies for engaging students in learning in effective ways so that students who apply themselves achieve the outcomes specified for the course.

### **5.2.3 Student Records**

**5.2.3.1** Educational records as defined by FERPA shall not be revealed unless authorized by the student or permitted by law.

### **5.3 Scholarly and Creative Activities**

**5.3.1** Faculty members shall engage in study, research, and/or creative works as is appropriate for their specialty.

**5.3.2** Faculty members shall stay current in their academic area(s) of expertise.

**5.3.3** Faculty members are expected to submit scholarly or creative works for peer or competitive review. Such review may occur in a variety of academic or professional venues, including but not limited to, conference presentations and proceedings, symposia, and appropriate scholarly or professional publications.

### **5.4 Service**

**5.4.1** Faculty members shall attend department meetings on a regular basis to provide input regarding department decision-making.

**5.4.2** Faculty members shall support their departments, colleges/schools, and University by serving on committees, task forces, university councils, and/or participating in other activities relevant to the mission of the University.

**5.4.3** Faculty members shall support their disciplines by participating in activities including but not limited to service in professional societies, planning or chairing conferences or conference sessions, participating in peer review, or reviewing materials for publication.



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**5.4.4** Senior faculty members shall provide advice and assistance to their junior faculty colleagues as needed, including but not limited to matters relating to retention, tenure, and promotion.

**5.4.5** Faculty members are encouraged to support their communities by participating in activities and groups that are related to their disciplines and to the mission and interests of the University.

<b>POLICY HISTORY</b>		
<b>Date of Last Action</b>	<b>Action Taken</b>	<b>Authorizing Entity</b>