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October 1, 2020

Dr. Jay Gatrell, VPAA  
Dr. Barbara Bonnekessen, Dean, College of Liberal Arts and Sciences  
Dr. John Mace, Chair, Department of Psychology

Dear Dr. Gatrell,

In accordance with recommendations in the August 19, 2020 EIU/UPI MOA, I am submitting on behalf of my colleagues our requested changes to the Department of Psychology 2019-2022 DAC that will remain in effect during COVID-19 semesters. Our faculty approved the changes on September 25, 2020.

If you have any questions, please let me know.

Thank you,

Jeff Stowell, Assistant Chair  
Department of Psychology

#### Psychology Department DAC Adjustments During COVID-19

- 1) Chair and peer evaluations of faculty shall continue to be conducted for evaluation purposes according to guidelines in the Psychology Department 2019-2022 DAC, section I.A.2., and in accordance with evaluation criteria in section 8.3.b of the 2018-2022 EIU/UPI Unit A agreement for Unit A faculty, and 8.1.b.(2) of the 2018-2022 EIU/UPI Unit B agreement for Unit B faculty.
  - a. Although peer/chair evaluations are required for retention, promotion, tenure, or PAI, the inclusion of peer/chair evaluations in faculty portfolios from COVID-19 semesters will be at the discretion of the faculty member.
  - b. If a faculty member is teaching an online or hybrid course that will be evaluated, the faculty member is encouraged to consult with the peer evaluator and chair prior to the evaluation about the best way to conduct the evaluation.
- 2) Although our DAC does not have numerical requirements for research and service activities, faculty are encouraged to include in their evaluation portfolios statements (with supporting documentation) identifying the ways the COVID-19 semesters affected their service and/or research/creative activity.

Departmental Approval: 9/25/2020