

# 2003-2004 Academic Affairs - Faculty Appointments and Advancement

Section

Document Name

## Mission

The Office of Academic Policies, Procedures and Documentation (APPD) functions as the operational arm of the Dean of the Faculties Office on matters pertaining to faculty and academic policies and procedures, which includes the interpretation, implementation, evaluation and communication of these policies and procedures to faculty, staff, administrators, students and others.

## Goals and Objectives

- ▶ 1. Provide leadership in coordinating the overlapping responsibilities to academic and administrative offices, such as Faculty Council, Human Resources, Information Management and Institutional Research, Affirmative Action, Fiscal Affairs, Student Information Systems and University Counsel, as they relate to academic affairs.
- ▶ 2. Increase commitment to the development of state-of-the-art technologies that will bring IUPUI academic information systems and personnel practices to the highest standards of contemporary practice.
- ▶ 3. Place greater emphasis on research and the development of data resources related to faculty effort and productivity, to assist decision-makers at both the academic unit and campus level.
- ▶ 4. Place greater emphasis on the office's participation in the recruitment and hiring process for new faculty appointments at IUPUI so that candidate's are fully aware of their academic responsibilities, as well as the many professional development opportunities available on campus, that will ensure a successful and productive career at IUPUI.
- ▶ 5. Engage in outreach activities, such as offering training programs and workshops, web site development, published reports and brochures, and collaboration with other units and organizations on campus that will make information on academic policies and procedures more readily available and accessible to faculty, administrators, staff, potential faculty, alumni and the general public.

## Fiscal Health

The fiscal health of APPD is excellent. Our financial statement is part of the overall Academic Affairs budget.

## Reallocation Plan

N/A

## Other Question(s)

How do you plan to maintain/ increase quality in the face of diminishing resources? What processes do you have in place to do this, for example, how are faculty involved in decision-making?

How do you cultivate a climate for diversity – how do you recruit, develop, and retain diverse students, faculty, and staff? How do you incorporate diversity in the curriculum, in research, in civic engagement?

Five years from now what proportion of your faculty do you expect to be in the following categories: tenure track faculty, clinical faculty, research faculty, lecturers, or other academic specialties (percentages should total 100%)?

Please prepare an EXECUTIVE SUMMARY of no more than one page summarizing your most significant accomplishments of the past year (including items from the period from July 1, 2003 to the present) and the major initiatives you plan to undertake in 2004-05.