

AD HOC COMMITTEE ON TENURE & PROMOTION TO ASSOCIATE PROFESSOR FOUNDATIONAL AGREEMENTS

- 1. The current T&P structure of two committees (i.e., one promotion, one tenure) at each level will be replaced by one personnel committee at each level (i.e., department, college, university).**
- 2. In the fall of the sixth year of full-time tenure track service (counting credit for prior service), a faculty member at the rank of assistant professor must be considered for both tenure and promotion to the rank of associate professor. The personnel committee at each level will vote only on the combined action.**
- 3. Only tenured faculty at the rank of associate professor and professor may serve on the department, college, and university personnel committees.**
- 4. No faculty member may serve on more than one personnel committee.**
- 5. Only faculty at the rank of professor may vote on candidates for promotion to that rank.**
- 6. At the department level, the personnel committee must have at least three members.**
- 7. If a department cannot form a personnel committee due to there not being available at least three faculty members with tenure or at the rank to which candidates aspire, the college personnel committee will become the originating body for consideration of the tenure and/or promotion of those candidates. In this case, each faculty member in the department who would otherwise have been eligible to serve on a departmental committee will have the option of providing a letter of assessment and recommendation to the college committee and having it included in the candidate's dossier.**
- 8. At the college level, the personnel committee must have at least one representative per department.**
- 9. Members of the departmental and college committees will be elected for a term of one year by no later than September 15 of each year.**
- 10. Members of the university personnel committee will serve staggered, three-year terms, and there will continue to be one representative per college and the library (i.e., 6 members).**
- 11. In the event that in a given year the university personnel committee does not have at least three faculty members at the rank of professor and there are candidates for promotion to that rank, the senior associate provost will conduct a special election in those colleges which have elected associate professors to the university committee. Only faculty at the rank of professor will be eligible for election, and those elected will join the professors already on the committee to evaluate and make recommendations only on the candidates for professor. The professors chosen in such a special election will serve only for that year.**

12. All this will begin with those faculty standing for tenure and/or promotion in the fall of the 2011-12 academic year.

13. The 2nd and 4th Year Review dossiers are due to the chair of the Departmental Personnel Committee no later than February 1 of the year of review. The 2nd and 4th Year Reviews are to be completed by the dean so as to ensure that the meeting between the chair and faculty member reviewed takes place no later than May 1 of the year of review.

14. For the 2nd Year Review, the chair of the College Personnel Committee or his/her designee will serve as a member of the Departmental Personnel Committee. This representative may not be from the department of any of the candidates being reviewed.

15. For the 4th Year Review, the College Personnel Committee will conduct a review of the dossier following the review and comment by the department chair and preceding the review and comment by the dean.

16. The February 1 due date for 2nd and 4th Year Review dossiers to the chair of the Departmental Personnel Committee and the May 1 deadline for the meeting between the department chair and the faculty member will appear in the Academic Calendar.

17. A faculty member may review and add to the content of his or her dossier at any point during the review process. The addition of materials will not cause a reconsideration of the dossier by any review body that has already tendered its recommendation; however, the new materials may be considered by subsequent review bodies.