

# Resolution on Promotion and Tenure Guidelines

**Promotion and Tenure Committee**  
**June 7, 2010**  
**Passed**

## Whereas

Recent cases heard by the Faculty Senate P&T Committee suggest that the P&T process sometimes does not function as well as it could. These problems are often issues of process including following procedures, applying appropriate criteria, or providing clear guidance to candidates. Department/School P & T guidelines are sometimes vague, incomplete, or inconsistent with College guidelines;

## Whereas

It is desirable for Department/School P & T guidelines to clearly establish procedures for departmental committees and administrators, as well as for candidates. Transparent and efficient guidelines are strongly in the best interests of the university as a whole.

## Be it resolved that

The following language should be added to the faculty handbook in Section II.E.8 of *Procedures for Tenure and Advancement in Rank and Recommendations for Salary Increase* and all subsequent numbers be increased accordingly.

9. Transparency, clarity, consistency, timeliness, and fairness should be overriding goals for all colleges, school, and departments as they establish guidelines and procedures governing tenure and promotion. The following broad guidelines are offered to aid in achieving these goals.
  - a. Faculty should know in advance, ideally at the time of hire, the criteria that will be used to arrive at a tenure decision as well as workload and balance between teaching, service, and professional activities expectations. Significant changes to these workload/balance expectations should be a matter for discussion and negotiation with the faculty member.
  - b. The annual “performance and progress toward tenure letter” probationary faculty receive (see section II.D.1.c) should include clear, transparent, and formative information on progress towards tenure. Departments/schools may choose to do a mid-way formal evaluation and/or annual cumulative evaluations which afford the candidate feedback in terms of teaching, service and professional activities. Those who provide this feedback should be representative of all faculty who will eventually decide tenure.

- c. The departmental/school criteria for promotion and tenure should be reviewed periodically (at least every five years). Changes in the criteria for tenure may be applied to those faculty members who are already in the tenure track only if the individual agrees in writing to be considered under the new criteria.

For changes in the criteria for promotion of a faculty member with tenure, a grace period of at least three academic years from the start of the academic year in which the changes are implemented should be allowed. During the grace period, faculty members who are already on Group I contract in the department may opt in writing to be considered under the old or new criteria.

Newly hired faculty members and those who are promoted during the grace period would immediately come under the new promotion and tenure criteria. Procedural changes in departmental tenure and promotion policy may generally be implemented without delay, if so decided by the department faculty. Departments are encouraged to provide faculty mentors for all probationary faculty (see section II.C.6.d).

- d. Faculty who are hired with years of credit towards tenure should also be credited for professional accomplishments prior to their hiring.

## Be it further resolved that

Section II.C.6.d be edited as follows to ensure consistency with the above changes:

The criteria used to make decisions on promotion and tenure must originate in the department, school, or division in consultation with the dean. Faculty should review these criteria periodically (at least every five years) in consultation with the dean of the college or regional campus. These criteria and any changes made to them must be approved by a majority of the Group I faculty of the department/school/division. In the event of an impasse between the department/school/division and the dean, the standing Committee on Promotion and Tenure of the Faculty Senate shall act as arbiter.

## Be it further resolved that

The last paragraph of Appendix A, Point F be removed as it duplicates above language.