



FACULTY SENATE PROPOSAL
FSP-2018-2019-001
Faculty Handbook

I. Proposal Name:

Tenure and Promotion Taskforce Recommendations (2016)

II. Stated Proposal:

The following changes to the Faculty Handbook regarding Tenure and Promotion were approved by the Faculty Handbook Editorial Board, as well as the Faculty Senate Handbook Committee in 2016. They are now being presented to the full Senate for final approval.

Tenure and Promotion Task Force Recommendations Summary

Section 2.7.2

At the end of the italicized paragraph (a RUSO citation), insert a new sentence: “Notice of non-reappointment, or of intention not to recommend reappointment to the governing board, will be given in writing not later than December 15 for a faculty member who has served two or more years in the institution in a tenure-track appointment.

Section E.2.2

In this paragraph, the same sentence is repeated twice, once for non-tenure track appointments and once for temporary appointments. Since all temporary appointments are non-tenure track appointments, combine the two statements into one as follows:

“In the event that a faculty member on a non-tenure track appointment (either temporary or continuing) is the successful candidate of a search for a tenure-track position, all but one year of the faculty member’s non-tenure track appointment may, upon recommendation of the screening committee, department chair/director and dean, count toward tenure and promotion consideration.”

Throughout the Document (first occurrence in Section E.3.1)

Change the date that faculty members being reviewed for tenure and promotion (including pre-tenure and post-tenure processes) must submit their review materials to the department chair from September 1 to “on or before August 15.” Additionally, require all review materials to be submitted to the Dean “on or before September 15.”

Throughout the Document (first occurrence in Section E.3.1)

Include a statement limiting discussion during tenure and promotion review proceedings to the tenure and promotion review criteria: “Such comments shall be confined to the criteria of excellence in effective classroom teaching, scholarly or creative achievement, and contributions to the institution and to the profession.”

Pre-Tenure Evaluation Report

A pre-tenure evaluation report, analogous to that used in the post-tenure review (Figure 2.4) has been added as “Figure 2.1.a.”

Throughout the Document (first occurrence in Section E.4.1)

Insert a reminder that ratified measures must be stated on the tenure and promotion review evaluation forms.

Throughout the Document (first occurrence in Figure 2.2)

Add a reference to Appendix F following the asterisked statement that tenure-track faculty who have been assigned non-teaching, semi-administrative, or administrative duties will be evaluated and rated appropriate to their assigned duties.

In other relevant places throughout the document (e.g., Figure 2.3), this statement has been inserted as a reminder.

Throughout the Document (first occurrence in Section E. 5.2.2 h)

Clarify that Tenure and Promotion review committees must meet at least once to discuss the candidates and hold a separate meeting to vote. The following language was added throughout as appropriate, “Following the meeting to conduct the reviews of all tenure candidates and...”

Update: Based on feedback received from Forum attendees, the Task Force updated this language further as follows: “A minimum of five (5) working days following the meeting to conduct the reviews of all tenure candidates, the chair of the Department Tenure Review Committee shall reconvene the review committee for a

final meeting to hold the tenure vote. The chair must give at least five (5) working days of written notice to the committee members before convening this meeting.”

Section E.7.2.1

This section has been modified to reflect the fact that “Academic Affairs Form #94-1” is no longer in use since we no longer utilize a salary card. The language “on the Academic Credentials Summary (Academic Affairs Form #94-1)” has been replaced by “on the Letter of Intent.”

Section E.8.2

k. Delete the words “At the request of the provost/vice president of academic affairs or the dean.” This meeting is always part of the process.

Add letter “t” as follows: A tenured associate professor who is not recommended for promotion to the rank of professor is eligible to reapply in all subsequent years until successful. The same procedures for review and voting as outlined in Section E.8.2 will apply for each subsequent attempt.”

Submitted by Senator Goulding

Recommended for Approval by the Faculty Handbook Editorial Board and Faculty Senate Handbook Committee

Passed with exception of one vote the 17th day of January, 2019.



Kristi L. Archuleta, Faculty Senate President