

Proposal for a University Tenure & Promotion Committee (UTPC)

Rank Tenure and Promotion (RTP) Committee members: Lindsay Calkins, Gwen Compton-Engle, Jeff Dyck (Chair), Peggy Finucane, Marcus Gallo, Sheila McGinn (OL), and Pam Vanderzalm

Department → COAD → new UTPC → Provost/AVP

- Involves amendments to Faculty Handbook Sect. One, Sect. Four, Appendix J, and Appendix K

Proposed UTPC Composition

- Five Faculty Members: full professor or senior librarian
 - One elected from each division of the faculty
 - If 4 divisions of the faculty, one at-large member as well
 - Staggered 3-year terms; not more than 2 consecutive terms
 - Elections must have at least 2 candidates from different departments for each open seat
- Chair elected from UTPC membership at the beginning of each academic year
- UTPC members from a candidate's department will recuse themselves
 - Runner-up in election replaces recused UTPC member's seat for that particular case

Proposed UTPC Duties

- Review and evaluate the candidate dossiers, along with the reports and recommendations of the Department/Library Tenure or Promotion Committee and COAD, during the mid-term, tenure, and promotion review according to established departmental and University standards.
 - **Prepare report and recommendation to AVP**
- Inquire into and report any significant procedural or technical problems at any lower level of review.
- Work with the departments, deans, and AVP on any revisions of departmental standards.
 - **Provide a recommendation to the AVP related to any proposed revisions**

Proposed Changes to T & P Process

Current System	Proposed
Candidate Dossier → Dept. → COAD → AVP Submitted Sept. 30 Decision Dec. 15	Candidate Dossier → Dept. → COAD → UTPC → AVP Submitted Sept. 1 Decision Dec. 15
Department/Library Tenure Committee composed of all tenured members of the department <ul style="list-style-type: none"> • No minimum number of members • 2/3 majority vote for a positive recommendation 	Department/Library Tenure Committee composed of all tenured members of the department <ul style="list-style-type: none"> • <u>Minimum of three</u> members; 2/3 maj. for pos. rec. • Add tenured "faculty associates" from related departments selected by Dept. Chair and Dean • 4 small departments affected
Department/Library Promotion Committee composed of all members of the department with rank at or above promotion level <ul style="list-style-type: none"> • No minimum number of members • Typically, this means all full profs. in the dept. • 50% vote for a positive recommendation 	Department/Library Promotion Committee composed of all members of the department with rank at or above promotion level <ul style="list-style-type: none"> • <u>Minimum of two</u> members; 50% vote for pos. rec. • If < two, additional qualified members from related departments selected by Dept. Chair and Dean • 6 depts. + lib. affected for promotion to full prof. (11 depts. + lib. If min.# is three)

What Isn't in the Proposal

1. Details on what should be in the dossier (e.g., outside letters)
2. Any attempt to provide more detail/language in the Faculty Handbook regarding University-wide standards for tenure and/or promotion

RTP strongly recommends revisiting these questions once a UTPC is in place

Workload Considerations

- Currently, we have ~59 full professors. Less than 10% would serve on UTPC.
- Data on # tenure & promotion cases for faculty hired last 10 years

Evaluation	Average per year	Range in one year	When takes place
Mid-term review	5.7	4 - 7	~60% spring sem.
Tenure	5.4	3 - 10	~80% fall sem.
Promotion	3.2	1 - 6	100% fall sem.

- First cases for new UTPC: possible candidates in the pipeline

Evaluation	2021 - 2022	2022 - 2023	2023 - 2024
Mid-term review*	5	7	?
Tenure*	1	4	9
Promotion	?	?	?

* Only candidates electing the new system would be reviewed by UTPC

How will this roll out?

- If the proposal is approved, it will apply to faculty hired into a tenure track appointment after the changes are incorporated into the faculty handbook (includes Board approval).
- Tenure-track Faculty members currently on the tenure track are grandfathered into the system of tenure that was in place at the time of their hire.
 - ***This is not the case for promotion from associate to full.***
- Faculty member may elect to move to the new system.
- Initial training/support for UTPC is sought:
 - Diversity training
 - Reading/Discussing currently approved dept. T&P standards
 - Meetings with Deans and AVP
 - Potentially, workshop with outside experts?

Some open questions to answer before final proposal

- Will divisional structure be the best way to get faculty representation for UTPC membership?
- Who should chair the UTPC if not a faculty member?
 - Alternative 1: non-voting AVP
 - Alternative 2: non-voting Assoc. AVP
- Timeline for dossier submission to final decision
 - Alternative: AVP decision for Tenure cases moved from Dec. 15 to Feb. allows UTPC winter break for reading/meeting
- Composition of Department/Library Promotion Committees
 - Should minimum number be 2 or 3?
 - Alternative 1: keep the current system in the Handbook
 - Alternative 2: allow for Assoc. and Full Prof. at dept. level

Q1: Populating the UTPC

- PROPOSED: Five Faculty Members: full professor or senior librarian
 - One elected from each division of the faculty
 - If 4 divisions of the faculty, one at-large member as well
 - Staggered 3-year terms; not more than 2 consecutive terms
 - Elections must have at least 2 candidates from different departments for each open seat

- Is 5 the right number?

- Do our “divisions” ensure there is representation among STEM, Humanities, Social Sciences, Boler, other, etc?

Q2: Chairing the UTPC

- PROPOSED: One of the 5 faculty members elected to UTPC
 - Recommended to meet with AVP after submitting report to AVP

- ALTERNATIVE 1: non-voting AVP
 - Discussion during the UTPC meetings would better inform the AVP of the UTPC recommendation, and the process to arrive at the recommendation
 - Represents a new ideal of shared governance that does not exist at JCU
 - May result in a lower workload for UTPC if the written reporting to the AVP is briefer
 - Common at other universities, though in those systems, the AVP does not make the final decision like at JCU
 - Requires trust

- ALTERNATIVE 2: non-voting Assoc. AVP

Q3: Timeline

- PROPOSED:
 - Candidates for mid-term and tenure review submit their dossier one month earlier than current timeline
 - Final AVP decision dates unchanged
 - UTPC has 2 months to review dossiers

- Should we further rethink the timeline? Possibilities:
 - Move promotion decisions from Dec. 15 to Feb. so UTPC can use winter break
 - Keep tenure/promotion evaluation together, but move decisions from Dec. 15 to Feb., again to allow for more time
 - Specify 3 evaluation periods: tenure during fall, promotion during fall-spring, and mid-term during spring

Q4: Promotion Committees

- PROPOSED: Department/Library **Promotion Committee** composed of all members of the department with rank at or above promotion level
 - Minimum of two members; 50% vote for a positive recommendation
 - If less than two qualified members, additional members identified by department and Dean, including Dept. Chair or Director of Library
 - 6 departments and the library currently have fewer than two qualified members to form a Promotion Committee for promotion to Full Prof.

- ALTERNATIVE 1: keep the current system in the Handbook
- ALTERNATIVE 2: increase min. # for Promotion Committee to > 2
- ALTERNATIVE 3: Allow Assoc. from candidate's dept. in cases of promotion to Full
 - Avoids low committee size, and use of tenured associates