

Recommended changes to "Evaluative Criteria, Procedures and General Standards for Initial Appointment, Successive Appointments, Annual and Post-Tenure Review, Promotion and Tenure (as revised August 20, 2001) as approved by the University Committee on Appointment, Promotion & Tenure, February 13, 2001.

### 1. Paragraph III.B.8.g - Letters for Candidates

#### A. Existing

A minimum of three letters from impartial (e.g., who lack a familial relationship with the candidate, who lack a former student/teacher relationship with the candidate, and who lack any apparent or actual conflict of interest) outside reviewers (persons who possess appropriate expertise to assess the candidate's professional accomplishments) at peer institutions will be included. During the outside reviewer selection process, outside reviewers suggested by the candidate will be considered. All reviewer letters should be included in the packet as well as a short vita from the outside reviewers. These responses should be based on the evaluator's knowledge of the complete record of the candidate, including a description of responsibilities with a breakdown of teaching, research, and service assignments during the time period being evaluated.

#### B. Recommended Changes:

##### Changes in Bold print:

Addition to Paragraph III. B. 8. g. A minimum of three letters from impartial (e.g. who lack a familiar relationship with the candidate, who lack a former student/teacher relations with the candidate, and who lack any apparent or actual conflict of interest) outsider reviewers (persons who possess appropriate expertise to assess the candidate's professional accomplishments) at peer institutions will be included. **A minimum of six reviewers will be solicited (two to be nominated by the candidate, two to be nominated by the department/unit chairperson, and two to be jointly nominated by the candidate and the chairperson) by the department chairperson or the unit committee (as determined by the unit faculty).** All review responses should be included in the packet as well as a short vita from the outside reviewers. These responses should be based on the evaluator's knowledge of the complete record of the candidate, including a description of responsibilities with a breakdown of teaching, research and service assignments during the period.

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## 2. Paragraph III. B. 9. - Review Committees

### A. Existing

9. The candidate's file of supporting material, written evaluations from outside reviewers, and any other relevant material shall be evaluated by the unit committee. After both meeting and voting independently of the department chairperson, the unit committee shall make its recommendation and recorded vote in writing and forward it to the chairperson and the tenured unit faculty along with a written statement of the unit committee's rationale for its recommendation. The unit committee shall send a copy of its recommendation and statement of rationale to the candidate. (A 'positive recommendation' is a recommendation to promote; a 'negative recommendation' is a recommendation not to promote.)

### B. Recommended Changes:

add a Footnote addition to Paragraph III. B. 9.

9. The candidate's file of supporting material, written evaluations from outside reviewers, and any other relevant material shall be evaluated by the unit **committee**<sup>1/</sup>. After both meeting and voting independently of the department chairperson, the unit **committee**<sup>1/</sup> shall make its recommendation and recorded vote in writing and forward it to the chairperson and the tenured unit faculty along with a written statement of the unit committee's rationale for its recommendation. The unit **committee**<sup>1/</sup> shall send a copy of its recommendation and statement of rationale to the candidate. (A 'positive recommendation' is a recommendation to promote; a 'negative recommendation' is a recommendation not to promote.)

<sup>1/</sup> *Under this policy, each unit may allow additional committees according to the unit personnel document, including rank specific committees.*

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3. Paragraph III. B. 22. - Review by Administration

A. Existing:

There is no existing section.

B. Recommended Changes:

*Additional of Paragraph III. B. 22. Any other formal or informal bodies, groups, committees, or individuals consulted by the Chancellor, Provost, or the Dean, not in the specific procedures outlined heretofore, constitutes a violation of the promotion and/or tenure process.*