



Promotion and Tenure

A&S Senate

October 16, 2023

Areas of focus:

1. Promotion and Tenure Timeline
2. Evaluation letters
3. Documentation of midpoint review
4. Annual P&T workshops

1. Promotion and Tenure Timeline:

A. Current Status

B. Proposed P&T Calendar



Promotion and Tenure Timeline: Current Status

- ❖ For promotion to associate with tenure, dossiers are due to the Provost's Office on **May 1** (for Sept. 1 start dates) and **Nov. 1** (for Jan 1 start dates)
- ❖ For promotion to full professor, dossiers are accepted on a rolling basis.



Proposed Promotion and Tenure Calendar

- For promotion to associate with tenure, all dossiers due to the Provost by **March 1**;
- Provost's decision by **April 30th**;
- For promotion to full, all dossiers due to the Provost by **May 15**;
- Celebration of newly tenured and promoted faculty (and chairs/deans) each **September**.

2. Evaluation letters

- A. Current status
- B. Evaluation letters



Evaluation letters: current status

- Not all colleges/schools require the letters to be “arm’s length”
- Wide range of expectation regarding evaluator qualifications
- Number of required external letters varies from 5-8
 - Average number required at peer publics: 4.75
- Some colleges/schools require internal letters

Evaluation letters

- Referees should be major contributors in a field relevant to the candidate's scholarship and:



Evaluation letters

- Referees should be major contributors in a field relevant to the candidate's scholarship and:
 - Come from member schools of AAU and/or prestigious, research-intensive schools

Evaluation letters

- Referees should be major contributors in a field relevant to the candidate's scholarship and:
 - Come from member schools of AAU and/or prestigious, research-intensive schools
 - Be at the rank of Associate or Full Professor for promotion to Associate and Full or Distinguished for promotion to Full



Evaluation letters

- Referees should be major contributors in a field relevant to the candidate's scholarship and:
 - Come from member schools of AAU and/or prestigious, research-intensive schools
 - Be at the rank of Associate or Full Professor for promotion to Associate and Full or Distinguished for promotion to Full
 - Must not have a conflict of interest.

Evaluation letters

- Referees should be major contributors in a field relevant to the candidate's scholarship and:
 - Come from member schools of AAU and/or prestigious, research-intensive schools
 - Be at the rank of Associate or Full Professor for promotion to Associate and Full or Distinguished for promotion to Full
 - Must not have a conflict of interest.
- To move forward, a dossier must have 3 letters from the candidate's list and 3 from the Dept/Committee list.

Evaluation letters

- Referees should be major contributors in a field relevant to the candidate's scholarship and:
 - Come from member schools of AAU and/or prestigious, research-intensive schools
 - Be at the rank of Associate or Full Professor for promotion to Associate and Full or Distinguished for promotion to Full
 - Must not have a conflict of interest.
 - To move forward, a dossier must have 3 letters from the candidate's list and 3 from the Dept/Committee list.
 - Internal support letters will no longer be accepted.
-

3. Documentation of midpoint review

- 1) Documentation of this meeting to include
 - a) a brief description of the feedback the chair (or committee) provided to the candidate;
 - b) a brief description of the process by which the feedback was arrived at;
 - c) response paragraph by the candidate.

[Form to be completed will be provided.](#)



4. Annual P&T workshops

- Each December we will host a workshop for new faculty on the promotion and tenure process, starting December 8, 2024.
- As needed, we will host training/support workshops for ATCs, chairs, assistant deans.