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:
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  - Come from member schools of AAU and/or prestigious, research-intensive schools
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  - 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
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  - Come from member schools of AAU and/or prestigious, research-intensive schools
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  - Must not have a conflict of interest.
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- To move forward, a dossier must have 3 letters from the candidate’s list and 3 from the Dept/Committee list.
Evaluation letters

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  ○ 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.