

Motion by the Tenure, Promotions and Appointments Committee to Add a Timeline for Promotion Review of Tenured Associate Professors. Approved by vote of the Faculty on 4/1/2008 (amendments shown in red).

SUMMARY: Motion by the Tenure, Promotions and Appointments Committee to amend the Faculty Rules & Regulations, effective July 1, 2008, for the purpose of adding new language regarding a timeline for promotion review of tenured associate professors.

MOTION: That the Faculty, in Part 4, Section 10.I.D.4 of the Faculty Rules & Regulations on Faculty Hiring, Review, Promotion and Tenure: Contract Renewal and Promotions add the proposed new language (underlined and in bold below) to the second paragraph.

Faculty Rules & Regulations

Part 4. Faculty Resolutions, Policies and Procedures

Section 10. Faculty Rules Pertaining to the Faculty & Students

I. Professional Affairs of the Faculty

D. Faculty Hiring, Review, Promotion and Tenure

4. Contract Renewal and Promotions

Every department or other academic unit with contract renewal or promotion decisions to make is responsible to provide each member of the faculty, including anyone who may become a candidate for tenure, and whose appointment was not made on the prior assumption that the position was not tenurable, with the department's written criteria for evaluating scholarship, teaching and service. This statement shall be detailed, clear, objective and fair and will state the relative importance of each criterion. The standards for meeting these criteria will also be described and defined by the department, to the extent possible. The criteria and standards will be applied consistently and uniformly. While the criteria and standards are not to be altered without approval by the Dean of the Faculty, or the Dean of Medicine and Biological Sciences (as may be appropriate) and the CMFA, TPA and the FEC, changes in the weighting of the criteria may occasionally occur. If a department has received approval for such a change, faculty should be notified as far in advance as possible of the exception and reasons for the change, and they must receive a copy of any alterations or amendments to the standards and criteria.

Recommendations to renew or not to renew contracts, or to promote or not to promote, are initiated by the faculty member's academic unit. All recommendations must be prepared and concluded in sufficient time to enable the University to notify formally the individual of its decision at least twelve months before the expiration of the term appointment, except that for individuals whose term appointments total three years or less, notice shall be given at least eight months before the expiration of the appointment. Initial faculty appointments of one year or less duration, and visiting and adjunct appointments of whatever duration, are to be considered term appointments not requiring additional notice from the University of expiration. At least one year before such a recommendation is made, the faculty member may request and receive (1) a written statement of the academic unit's criteria for recommending a renewal of an appointment

or promotion and the academic unit's procedures in making such a recommendation; and (2) an explanation of the academic unit's needs as far as these may affect his or her reappointment or promotion or potential tenure review. The faculty member also has the right to an explanation of what the recommendation is and to whom and when it will be sent. In the case of a negative recommendation, and at the request of the individual, he or she shall be given, in writing, the reasons of the academic unit for its decision. As outlined in the section concerning the Committee on Tenure, Promotions and Appointments, the individual also has the right to present written material in person and/or in writing to such Committee.

In the case of promotion from Associate Professor to Professor, a review may be initiated at any time after the granting of tenure. As a minimum requirement, tenured associate professors who have completed ten years in rank (at Brown or elsewhere) shall be reviewed for promotion to professor and at least once every five years thereafter if not promoted. However a candidate may decline or defer this required review by sending a letter to that effect to the Dean of the Faculty or the Dean of Medicine and Biological Sciences, as appropriate.

At a duly called meeting of the tenured (senior)¹¹ faculty, the tenured (senior) members of the academic unit will review the candidate's performance with regard to scholarship, teaching and service, in accordance with the specific criteria established by the academic unit which are on file with the appropriate Dean. (Publications and teaching evaluations, as well as other pertinent parts of the academic unit's file on the faculty member, will be available to tenured (senior) members of the academic unit two weeks before the meeting to make the recommendation.) On the basis of an evaluation of these aspects of an individual's performance, as well as **in the case of promotion of assistant to associate with tenure** consideration of the academic unit's staffing needs, a recommendation will be made in writing by the proper date and indicating the quorum the academic unit has established as necessary to make such decisions. The recommendation will contain a conscientious documentation by the academic unit of the candidate's professional career, as well as the reasons for the recommendation and the data used to arrive at the decision.

¹¹In the case of promotion from Associate Professor to Professor, the group acting to make a recommendation consists of the Professors of the academic unit. A full description of the procedures to be followed in the case of promotion from Assistant Professor to Associate Professor with tenure will be the subject of a separate recommendation to the faculty.

RATIONALE: In contrast to the well-specified timetable for the review of Assistant Professors for promotion to Associate Professor with tenure, there is no pre-determined timetable governing the review of tenured Associate Professors for promotion to full Professor. This motion establishes a maximum period of service as Associate Professor of ten years after which a review for promotion ought to be undertaken. The idea of a mandatory review is not intended to be punitive and for this reason, language is included

to allow a candidate to decline or defer a promotion review after serving ten years as a tenured associate professor by writing a letter to that effect to the appropriate Dean.