

FACULTY MEETING  
April 7 , 2017

MOTION TO CHANGE FACULTY HANDBOOK TO ELIMINATE  
SECOND YEAR REVIEW

MOTION: The Dean of the Faculty's office moves to alter the Faculty Handbook to eliminate the second year review as follows:

D. Reappointment

1. Reappointment of FullTime TenureTrack and Library Faculty in Professorial Ranks

Each department

---

~~iv. Reviews~~

- ~~(1) If the appointee believes that the decision against reappointment was made in violation of academic freedom and rights or was procedurally inadequate, CAFR, upon petition by the appointee, will review the allegations and report to the President.~~
- ~~(2) If the appointee believes that the decision against reappointment was based on inadequate consideration of the standards for continued service, the Asso0 12 135~~

For tenure-track faculty appointments that are 100 percent in ID programs, the Program Director/PPC Chair must submit, at a minimum, a letter that summarizes (1) the program's recommendation, positive or negative, and (2) the evidence supporting the recommendation to the Associate Dean of the Faculty (faculty affairs) on or before January 15 of the appointee's third year. If faculty members eligible to write on the candidate's behalf as indicated by program procedures disagree with the consensus letter and therefore cannot sign it, faculty members may write an individual letter to the Associate Dean of the Faculty (faculty affairs) on or before January 15 with their recommendation and a summary of the supporting evidence for the recommendation. The program must also demonstrate need and the candidate's professional quality according to guidelines describe departments in paragraph (i) above.

For proportional tenure-track faculty appointments that are shared between two departments, a department and an ID program or two ID programs, Department Chairs or Program Directors or PPC Chairs must submit, at a minimum, separate letters that summarize (1) the department's or program's recommendation, positive or negative, and (2) the evidence supporting the recommendation to the Associate Dean of the Faculty (faculty affairs) on or before January 15 of the appointee's third year. If faculty members eligible to write on the candidate's behalf as indicated by department or program procedures disagree with the consensus letter and therefore cannot sign it, faculty members may write an individual letter to the Associate Dean of the Faculty (faculty affairs) on or before January 15 with their recommendation and a summary of the supporting evidence for the recommendation. The departments/programs sharing the appointment must also demonstrate need and the candidate's professional quality according to guidelines described for departments in paragraph (i) above.

- ii. The Associate Dean of the Faculty (faculty affairs) must, on or before February 15, recommend to the Dean of the Faculty/Vice President for Academic Affairs either a further three-year contract or termination of the individual's service. The Associate Dean of the Faculty (faculty affairs) shall base this recommendation on the evidence submitted by the candidate's department and on the standards of excellence which the Dean maintains for the Faculty as a whole.
- iii. The Associate Dean of the Faculty (faculty affairs) will report reappointment recommendations to CAPT on or before February 15.
- iv. If the recommendations of the department and the Associate Dean of the Faculty

- v. The Dean of the Faculty/Vice President for Academic Affairs shall make the decision to accept or reject recommendations in all cases presented. The decision on the candidates shall be announced as soon as possible to the departments

## 2. Reappointment of Librarians

During the ~~second and~~ third year of service, Library faculty will be evaluated according to the same principles and procedures described herein for ~~tenure~~ faculty. In the sixth year, the evaluation process ~~will~~ include at least one faculty member from another department who indicates a willingness to serve, chosen by the Dean of the Faculty/Vice President for Academic Affairs in consultation with CAPT. For contracts beyond the sixth year, the reappointment procedure is that of the third year, with the department making a recommendation to the Dean of the Faculty/Vice President for Academic Affairs. In the case of a disagreement between the department and the Dean of the Faculty/Vice President for Academic Affairs, CAPT will provide an additional recommendation for the President's consideration. If the candidate is denied reappointment, the candidate may appeal if there is the support of ~~two~~ thirds of the faculty who participated in the initial review (including the candidate) or of the Dean of the Faculty/Vice President for Academic Affairs. Appeals in the sixth year will be referred to CAPT for an additional recommendation to the President.

After the initial six years, Library faculty who are reappointed ~~will~~ receive contracts of alternating lengths of four and three years with reviews in the penultimate year of each contract. If the review is negative, the faculty member will be given a probationary contract, the minimal length of which will be one year. The length of the probationary contract can be extended by a recommendation of the Chair to the Dean of the Faculty/Vice President for Academic Affairs for a period not to exceed three years. Those on probationary contracts exceeding one year will receive annual reviews by the Chair and a full departmental review in the fall of the final year of the contract. Those on single year probationary contracts will be reviewed by the department in the fall of their probationary year. If the departmental review is negative and the Dean of the Faculty/Vice President for Academic Affairs concurs, the department member receives a terminal year. If the department and the Dean of the Faculty/Vice President for Academic Affairs disagree, the case is sent to CAPT for a third recommendation to the President.

## 3. Reappointment of Artists and Writers in-Residence

During the ~~second and~~ third years (third year only in the case of shared appointments) service, Artists in-Residence and Writers in-Residence will be evaluated according to the principles and procedures described in the Faculty Handbook, Part One, Article VIII (Evaluation of Faculty for Continued Service and Advancement in Rank), Section D (Reappointment), number 1 (Reappointment of ~~Full~~ Tenure Track and Library Faculty to Professorial Ranks), except as noted below. In this process, each department shall follow its established procedures to evaluate candidates for reappointment. The Chair will file these procedures with the Dean of the Faculty/Vice President for Academic Affairs and make them available to the candidate well in advance of the evaluation. These procedures must be in accordance with the principles of academic freedom and must ensure that the standards for continued service are considered.

After the initial three years, Artists in-Residence and Writers in-Residence who are reappointed will receive an additional contract of three years, renewable, with a review in the

third year. If the review is negative and the Associate Dean of the Faculty (faculty affairs) concurs, the department member receives a terminal contract for a fourth year. In the case of a disagreement between the department and the Associate Dean of the Faculty (faculty affairs), the Dean of the Faculty/Vice President for Academic Affairs shall convene an ad hoc group of three current Department Chairs (excluding the Chair of the candidate's department), which

#### 4. Reappointment of Instructors

During the ~~second and~~ <sup>third</sup> year of service, Instructors will be evaluated. Each department shall follow its established procedures for evaluating candidates for reappointment and promotion. The Chair will file these procedures with the Dean of the Faculty/Vice President for Academic Affairs and make them available to the candidate well in advance of the evaluation. These procedures must be in accordance with the principles of academic freedom and must ensure that the standards for continued service are considered.

##### ~~a. Second Year~~

- ~~i. At the end of the appointee's second year, the department shall determine whether or not it regards the appointee as a candidate for reappointment according to department procedures and shall inform the ~~Associate~~ <sup>Dean</sup> of the Faculty (faculty affairs) of its decision on or before May 31 of that year.~~
- ~~ii. By June 15 of the appointee's second year, the Dean of the Faculty/Vice President for Academic Affairs shall remind appointees not regarded as candidates for reappointment that their service terminates at the end of their third academic year.~~

##### ~~iii. Reviews~~

- ~~(A) If the appointee believes that the decision against reappointment was made in violation of academic freedom and rights or was procedurally inadequate, CAFR, upon petition by the appointee, will review the allegations and report to the Dean of the Faculty/Vice President for Academic Affairs.~~
- ~~(B) If the appointee believes that the decision against reappointment was based on inadequate consideration of the standards for continued service, the Associate Dean of the Faculty (faculty affairs) may review the evaluation.~~
- (C)

b. Third Year

- i. ~~An appointee considered by the department or program to be a candidate for reappointment at the end of the second year~~ will be evaluated in the third year according to department procedures. The Department or PPC Chair must submit, at a minimum, recommendation letter that summarizes (1) the department's or program's recommendation, positive or negative, and (2) the evidence supporting the recommendation to the Associate Dean of the Faculty (faculty affairs) on or before January 15 of the appointee's third year. If faculty members eligible to write on the candidate's behalf as indicated by department or program procedures disagree with the consensus letter and therefore cannot sign it, faculty members may write an individual letter to the Associate Dean of the Faculty (faculty affairs) on or before January 15 with their recommendation and a summary of the supporting evidence for the recommendation.
- ii. The department must present clear and decisive evidence concerning the individual's professional quality and the department's need for the candidate's particular abilities in its projected programs.
- iii. If the department and the Associate Dean of the Faculty (faculty affairs) differ, the Dean of the Faculty/Vice President for Academic Affairs will convene an ad hoc group, consisting of the Chairs of other departments with instructors, who will provide an additional perspective. The Dean of the Faculty/Vice President for Academic Affairs makes the final decision.
- iv. If the Dean of the Faculty/Vice President for Academic Affairs' decision is negative, the Dean of the Faculty/Vice President for Academic Affairs on or by March 1 shall remind those appointees in the final year of their contracts that their contracts terminate at the end of that academic year.
- v. After the initial three years, Instructors who are reappointed will receive an additional contract of three years, renewable, with a review in the third year.

vi.iii. Reviews

- (A) If the appointee believes that the decision against reappointment was made in violation of academic freedom and rights or was procedurally inadequate, CAFR, upon petition by the appointee, will review the allegations and report to the Dean of the Faculty/Vice President for Academic Affairs.
- (B) If the appointee believes that the decision against reappointment was based on inadequate consideration of the standards for continued service, the Associate Dean of the Faculty (faculty affairs) may review the evaluation.
- (C) In either (A) or (B), the result of a finding in favor of the appointee will be to return to the department for reconsideration.



5. Reappointment of Teaching Professors and FullTime Lecturers

a.

