SENATE ACTION FORM

No. 1088

Subject: 2-3-901(4) Promotion of Instructors

Reference to Senate Minutes dated: November 24, 2014

Senate Action:
MOTION: The Faculty Welfare Committee recommends approval of the highlighted amendments to delete Section 2-3-901(4) Promotion of Instructors and to renumber remaining sections appropriately (see attachment).
VOTE: The motion passed with a hand vote of 21-1, 2 abstentions.

Response requested:

_____ approval for placement in University Catalog
_____ approval for placement in University Regulations
_____ X recommendation to Board for placement in Board Policy Manual
_____ none (sent as information item)
_____ other action requested/comments:

Jack Tomlinson

Faculty Senate Chair

Date

December 2, 2014

Administrative review of Senate action (unnecessary for information items):

_____ reviewed by VPAA/Provost. Check _____ if comments attached

_____ reviewed by General Counsel. Check _____ if comments attached

Presidential action:

_____ approve; _____ reject; ____ return to Senate for discussion/modification (comments attached)

President/Designated Administrative Officer

Date

Date of Board approval (if applicable): ____________________________

PLEASE RETURN SIGNED ORIGINAL AND ATTACHMENT TO THE FACULTY SENATE OFFICE, BOX 75.
Faculty Welfare Committee Motion to Faculty Senate November 24, 2014

MOTION: The Faculty Welfare Committee recommends approval of the highlighted amendments to delete Section 2-3-901(4) Promotion of Instructors and to renumber remaining sections appropriately.
RATIONALE: Correct an oversight from the changes made to the definition of the rank of Instructor. As it stands, the definition is inconsistent with that adopted by the Senate and approved by the Administration and the Board of Trustees in the 2012-2013 academic year. (See also Senate Actions 1035 Contract-Renewable Rank Proposal and 1058 Promotion Guidelines).

Part 9 Promotion and Tenure Guidelines

2-3-901 Promotion Guidelines.

Promotion at the University provides a mechanism for the recognition of personal contributions of faculty members to the mission of the institution and its reputation as well as a professional contribution of the advancement of the state of the art and the society at large. While judgment of potential contributions must necessarily be based on past performance, it is expected that persons achieving a given rank will continue to take initiatives which are valued by the institution.

Although the administration of promotion policies at the University must be equitable, it must not be perceived as implying identical standards for types of contributions by each individual faculty member. The promotion policy must facilitate the recognition of diverse potentials which harmonize individual competence and initiative with institutional needs and values. The promotion policy attends to both qualitative and quantitative contributions, with greater emphasis on the former.

Although historically promotion policies have been primarily related to degree status and length of service, it is well recognized that these dimensions do not guarantee qualitative productivity for the institution, the profession, or society at large.

Further, it is well recognized that learning and growth occur in other than formalized learning environments.

Specific academic or professional qualifications, performance guidelines, and criteria for promotion shall be established by the program area faculty in consultation with the department chair/school director and be approved by the appropriate dean and the chief academic officer (CAO). Academic or professional qualifications shall satisfy the minimum qualifications for each rank as established in 2-3-302 Rank Requirements and 2-3-901(1) Academic and Professional Qualifications.

Relevant promotion criteria will be discussed with each faculty member in his or her department/school periodically so as to insure that each member is cognizant of program area and college performance expectations and his or her fulfillment of them. A school director will engage in this process according to the following principle:

1. in case the school director is in the same discipline as the program area, he or she will discuss these matters with each faculty member.

2. in the case the school director is not in the discipline of a program area, he or she shall assign someone from that program area to discuss relevant promotion criteria with each faculty member.

2-3-901(1) Academic and Professional Qualifications.

The University must be committed to academic excellence, requiring faculty members to meet high academic and professional qualifications. Minimum eligibility requirements for promotion to the ranks of associate professor and professor require any one of the following:

(a) Possession of an appropriate earned doctorate [See 2-3-302 Rank Requirements].

(b) Academic degrees and/or professional certification considered terminal in specific disciplines. [See 2-3-302 Rank Requirements].

(c) In exceptional cases, clearly demonstrated capacity for sustained and significant contribution to the goals of the University. [See 2-3-303 Equivalencies].
2-3-901(2) Performance Guidelines.

The following are areas of contribution or initiative which are deemed valuable and attend to fulfilling the explicit or implicit mission of the institution. These identified areas do not establish criteria for judgment, but identify areas for which specific guidelines must be developed at the program area level to facilitate decisions regarding promotion in individual cases. It is not intended that faculty members would or could show initiative in all identified areas or that each would necessarily be appropriate in given program areas.

Major consideration will be given to fulfillment of contractual duties and performance in those duties (i.e., teaching, advising, librarianship, etc.) commensurate with the rank aspired to. Consideration will be given to performance and accomplishment in the areas which follow:

(a) Area I - Excellence in Teaching, Librarianship, etc.
   (I) It is assumed that the use of this category would require as much extra effort and produce sufficient results as to be recognized "as productivity above and beyond the basic contractual duties of the aspired rank."

(b) Area II - Professional Growth and Activities.
   (I) Scholarly activities, i.e., research, knowledge dissemination, advancement of the state of the art, writing, etc.
   (II) Professional involvement/active participation, i.e., leadership officership, service on task forces, commissions, etc.
   (III) Presentations at professional organizations, learned societies, exhibitions, recitals, etc.
   (IV) Continued formal education, professional development, seminars, workshops, professional internships, etc.

(c) Area III - Professional Service and Institutional Leadership.
   (I) Professional Service - Internal.
      (A) Contribution to committees.
      (B) Program development.
      (C) Curricular and instructional innovations.
      (D) Development of training facilities or placement opportunities for graduates.
      (E) Resource development.
   (II) Professional Service - External.
      (A) Position-relevant professional consultation or service.
      (B) Position-relevant government consultation or service.
      (C) Position-relevant community service.
   (III) Institutional Leadership.
      (A) Increasing levels of leadership, responsibility and initiative.

2-3-901(3) Time Guidelines.

(a) Instructors are eligible for consideration for promotion to the rank of assistant professor after completion of four years of successful academic performance, as long as they have met the minimum requirements necessary for appointment to the rank of assistant professor [See 2-3-302 Rank Requirements].
(b) Assistant professors are eligible for considerations for promotion to the rank of associate professor after completion of four years of successful academic performance in rank, as long as they have met the minimum requirements necessary for appointment to the rank of associate professor [See 2-3-302 Rank Requirements].

(c) Associate professors are eligible for consideration for promotion to the rank of professor after completion of four years of successful academic performance in rank, as long as they have met the minimum requirements necessary for appointment to the rank of professor [See 2-3-302 Rank Requirements].

2-3-901(4) Promotion of Instructors.

The rank of instructor is reserved for contract-renewable faculty not holding professorial rank who have contractual duties in the area of scholarly and other professional activities [See 2-3-301 Academic Ranks]. Instructors shall be eligible for consideration for promotion to the professorial ranks in sequence (Assistant Professor, Associate Professor, and Professor). Such a promotion shall not require the subsequent use of a tenure-track contract [See 3-2-201(1)(a) Consideration and Conditions for Conversion to Tenure-Track].

2-3-901(54) Promotion Criteria.

Promotion Criteria shall be developed by the program area faculty in consultation with its chair/director and approved by the appropriate dean and the CAO prior to consideration of any individual for promotion. Promotion criteria must be written within the confines of the University's promotion policy to insure that criteria for promotion are generally comparable throughout the University, yet accommodate differences within the academic disciplines.

2-3-901(65) Eligibility.

Eligibility for consideration for promotion shall be based upon academic years in which the individual is contracted with the University to a full-time position. Up to three years credit (out of the five-year probationary period) toward both promotion and tenure may be negotiated by newly hired faculty who have been tenured, or who have held tenure-track appointments at another institution of higher education, or who possess a record of outstanding achievement in the area in which they are being hired. Under exceptional circumstances, faculty may become eligible for early consideration for promotion and/or tenure. Time in which the individual is on leave for academic purposes, with or without pay, shall be counted as if the individual had not been on leave. It shall be the responsibility of the individual who is eligible for consideration to initiate the review through a formal request to the appropriate department chair/school director.

2-3-901(76) Consideration.

At the time of the formal request for consideration for promotion it shall be the responsibility of the candidate to document satisfactory fulfillment of the appropriate areas of consideration for promotion as defined within the approved college criteria for promotion.

2-3-901(87) Review.

Professional ethics require that decisions regarding promotion be made on the basis of approved criteria. It is also important that professionals judging fellow professionals accept the responsibility to review appropriate and applicable supporting material to insure that decisions are fair and based upon the approved criteria. Review of each candidate shall be made by faculty members eligible under 2-3-801(1)(f) Voting, excluding the individual being considered for promotion. [See also 1-1-307 Faculty Evaluation, 2-3-801, et seq., Faculty Evaluations and 3-3-801, et seq., Implementation of Faculty Evaluation Procedures.]

Promotion and tenure become effective upon BOT approval.