Faculty Senate 2013-2014
Promotion & Tenure Forum

October 3, 2013
Faculty Senate 2013-2014

Shannon Sumpter
Past Chair of the Faculty Senate
Chair of the Promotion & Tenure Committee

Dr. Paul Werth
Chair of the Faculty Senate
Past Vice Chair of the P&T Committee

Mr. John White
Executive Vice President & Provost

Dr. Neal Smatresk
President
Faculty Senate 2013-2014
Thanks to Past Chairs:
Dr. John Filler  Dr. Nasser Daneshvary
Dr. Ceci Maldonado  Dr. Bryan Spangelo

Thanks to your current P&T members:

<table>
<thead>
<tr>
<th>Name</th>
<th>Department</th>
<th>Name</th>
<th>Department</th>
</tr>
</thead>
<tbody>
<tr>
<td>John Zimmerman</td>
<td>BUS</td>
<td>Francine Lipman</td>
<td>LAW</td>
</tr>
<tr>
<td>Jian Wang</td>
<td>EDU</td>
<td>Maria Casas</td>
<td>LA</td>
</tr>
<tr>
<td>Angelo Yfantis</td>
<td>ENGR</td>
<td>Peter Michel</td>
<td>LIB</td>
</tr>
<tr>
<td>David Weiller</td>
<td>FA</td>
<td>Satish Bhatnagar</td>
<td>SCI</td>
</tr>
<tr>
<td>Edward Herschaft</td>
<td>HS</td>
<td>Erika Engstrom</td>
<td>UA</td>
</tr>
<tr>
<td>Yen-soon Kim</td>
<td>HOA</td>
<td>Rhonda Montgomery</td>
<td>Vice Chair</td>
</tr>
</tbody>
</table>

“Faculty and professional staff should have primacy in decisions of academic personnel and status.”

- Shared Governance in Colleges and Universities
  Higher Education Program & Policy Council
  of the American Federation of Teachers

“...an arrangement whereby faculty members, after successful completion of a period of probationary service, can be dismissed only for adequate cause or other possible circumstances and only after a hearing before a faculty committee.”

- American Association of University Professors
The Concept of Tenure

What tenure is:

- Guarantee of academic freedom
- Reward for faculty excellence & an expression of confidence in continued excellence
- Increased responsibilities for mentoring & shared governance

What it is not:

- Academic hazing (fear factor)
- License to do whatever you please
- Protection for non-productive faculty
- Guarantee of financial security
- An entitlement
The Concept of Tenure

What it is not:

- Academic hazing (fear factor)
- License to do whatever you please
- Protection for non-productive faculty
- Guarantee of financial security
- An entitlement
Tenure @ UNLV

- Begins with Hiring Process: With Excellent Hires, Everyone is Potentially ‘Tenurable’ & ‘Promotable’
- At UNLV - No Quotas/Barriers
- One of Most Important Faculty Governance Responsibilities
- Process of Increasing Quality
- Linked Decisions Tenure & Promotion
The Role of the Provost

- Fiduciary Responsibility – Is Investment Justified? “persons who have exhibited excellent abilities, sufficient to convince the University of Nevada community that their expected services and performances in the future justify the privileges afforded by tenure.” (NSHE Code Section 3.1.2)

- Ensures That Comparable Rigor Has Been Maintained throughout the Process (Shared Responsibility with the Faculty Senate Tenure & Promotion Committee)
Faculty Senate 2013-2014

Policies & Procedures

- General Guidelines for Tenure and Promotion – AAUP RED BOOK

(provides a sense of T&P process as practiced at UNLV, but has NO legal status in Nevada)
Faculty Senate 2013-2014

Policies & Procedures

- General Guidelines for Tenure and Promotion – AAUP RED BOOK
- Important Documents:
  - NSHE Code

Title 2 of the Board of Regents Handbook
Chapters 3 & 5
http://system.nevada.edu/NShe/index.cfm/administration/board-of-regents/handbook/
Faculty Senate 2013-2014

Policies & Procedures

- General Guidelines for Tenure and Promotion – AAUP *RED BOOK*
- Important Documents:
  - NSHE Code
  - UNLV Bylaws
    - Chapters 1 & 3
    - [http:// facultysenate.unlv.edu/sites/default/files/UNLVBylaws.pdf](http://facultysenate.unlv.edu/sites/default/files/UNLVBylaws.pdf)

**UNIVERSITY OF NEVADA, LAS VEGAS BYLAWS**

(Formerly Title 5 - NSHE Governing Documents - Chapter 6)

CHAPTER III – Policies and Procedures Relating to Faculty Rights and Duties

- Section 1. Purpose
- Section 2. Workload for Faculty
- Section 3. Terminal Degree
- Section 4. Employment Standards for Nonacademic Faculty
- Section 5. Individual Faculty Responsibilities
- Section 6. Personnel Recommendations for Academic Faculty
- Section 7. Personnel Matters for Nonacademic Faculty
- Section 8. Annual Evaluation of Academic Faculty and Nonacademic Faculty
- Section 9. Faculty Personnel Files
- Section 10. Guidelines for Academic Faculty Salary Increases
- Section 11. Guidelines for Nonacademic Faculty Salary Increases
- Section 12. Guidelines for Promotion for Nonacademic Faculty
- Section 13. Appeals for Nonacademic Faculty on Personnel Matters
- Section 14. Evaluation of Administrators
- Section 15. Recruitment
- Section 16. Guidelines for Promotion or Appointment to Academic Rank for Academic Faculty
Policies & Procedures

- General Guidelines for Tenure and Promotion – AAUP RED BOOK

- Important Documents:
  - NSHE Code
  - UNLV Bylaws
  - College Bylaws for Tenure & Promotion
  - Department Bylaws for Tenure & Promotion
Policies & Procedures

- General Guidelines for Tenure and Promotion – AAUP RED BOOK
- Important Documents:
  - NSHE Code
  - UNLV Bylaws
  - College Bylaws for Tenure & Promotion
  - Department Bylaws for Tenure & Promotion
  - Flexibility of Pre-Tenure Probationary Period Policy
    [www.unlv.edu/sites/default/files/24/EarlyTenurePolicy.pdf]
Timing of Tenure

- NSHE Code – Probationary period is no more than 7 years BUT if tenure denied a 1 year terminal contract follows. So year 6 is generally decision year.
- UNLV does not grant years toward tenure but NSHE Code allows faculty to apply for tenure any year. Faculty may request early tenure review and approval is granted by the President.
- Faculty may only apply for tenure once so the choice to apply early should be made carefully. Early tenure is RARE.
- Probationary period may be extended for pregnancy, family or medical leave, or other circumstances approved by the President.
Timing of Promotion (to FULL)

- UNLV Bylaws: An associate professor is normally expected to be in rank for five years prior to applying for promotion to full professor.

- In exceptional circumstances, an application may be considered earlier (see UNLV Bylaws Chapter 3 Sect 16).
Evaluation for **Tenure**

- **Categories:**
  - Teaching
  - Research
  - Service

- **Evaluation System:**
  - Excellent
  - Commendable
  - Satisfactory
  - Unsatisfactory

- **Need:**
  - Excellent in Teaching and/or Research
  - At Least Satisfactory in the other
  - At Least Satisfactory in Service
Evaluation for Promotion to Associate or Full

- Possess a Terminal Degree
- Demonstrate Effectiveness as a Teacher
- Continuing Satisfactory Productivity in Creative or Research Activity
### Evaluation for Promotion

#### Additional Criteria

**Associate**
- Demonstrated Success as a Counselor of Students
- Continued Evidence of Participation in Professional or Academic Organizations
- Record of Contributions to the University Community
- Other Accomplishments of Relevance
- Collegiality

**Full**
- Demonstrated Success as a WISE Counselor of Students
- Evidence of Leadership in Professional or Academic Organizations
- Significant Record of Contributions to the University Community
- Significant Accomplishments of Relevance
- Continued Collegiality
Concept of Collegiality

- “the demonstrated ability to work productively with colleagues, staff and students” (UNLV Bylaws)
- “ability to work with the faculty and students of the member institution in the best interests of the University of Nevada and the people that it serves, and to the extent that the job performance of the academic faculty member’s administrative unit may not be otherwise affected” (NSHE Code)
What Collegiality is Not

- Congeniality
- Incompatible with Academic Freedom
- Hostile, Destructive, Abusive, Disruptive or Unproductive Behavior with Others

Non-collegial behavior generally must be repeated (and warned against) to be considered in T&P decisions.
The Process

- Evaluation ongoing. Annual reviews assess progress to tenure. Mid-tenure review ½ through gives more guidance.

- Candidate submits T&P Package after 5th academic year including Application, Vita and supporting materials.

- At least four letters from external referees required.
  - Letters solicited by the department chair or immediate supervisor
  - At least two letters from a list of suggested by candidate and at least two not suggested by the candidate
  - Letters attached to dossier by chair

- Departmental & College Bylaws outline guidelines for process, BUT not binding on subsequent administrative levels

- Faculty Input is key at each level, but administrators submit recommendations
Faculty Senate 2013-2014

UNLV Process Flowchart for Promotion &/or Tenure

1. Intent to Apply
2. Visual Supporting Materials
3. Request for External Referees
4. Letters
5. Completed Application
6. Dossier
7. Recommendation
8. Dossier & Recommendation
9. Dossier & Recommendation
10. Dossier & Recommendation
11. Dossier & Recommendation
12. Dossier & Recommendation
13. Dossier & Recommendation
14.(a) Yes
14.(a) No
14.(b) to
14.(c) Request for Reasons
14.(d) Reconsideration
14.(e) Grievance

Dean
Board of Regents
Provost Office Records
President
Provost
Faculty Senate P&T Committee
College/School P&T Committee
Dept. P&T Committee
External Referees (4)
Dept. Chair
Tenure Track Faculty
If no, notify faculty

If Tenure is Denied:

- After official notification from Provost – Applicant has 15 days to request reasons & Administrator has 15 days to respond
- May ask for reconsideration providing additional responding evidence
- Reconsideration goes through administrative chain
- President has Final Decision
If Reconsideration is Denied:

- UNLV Bylaws allow appeal to the Grievance Committee
- Faculty Senate Bylaws detail process – elected committee conducts hearings
- Recommendation to Provost, who makes recommendation to President
- President makes final decision
Faculty Senate 2013-2014

T each with passion
E ngage with students
N otate everything
U ndertake service
R esearch with dedication
E mbody collegiality
Promotion & Tenure

Promotion and tenure are important milestones in a faculty member's career. Both are designed to build a faculty committed to excellence for the University while rewarding faculty for their teaching, creative, research/scholarly, and service contributions to the University and their respective field. Promotion and tenure is a rigorous process involving multiple layers of review and begins with the hiring process.

Promotion & Tenure Governing Documents

- **Board of Regents Handbook**, specifically:
  - Title 2, Chapter 3: "Tenure for University Faculty"

- **UNLV Bylaws**, specifically:
  - Chapter 1, Section 4: "Tenure"
  - Chapter 3, Section 9: "Faculty Personnel Files"
  - Chapter 3, Section 16: "Guidelines for Promotion or Appointment to Academic Rank"

http://www.unlv.edu/promotion-tenure
Faculty Senate 2013-2014

Questions or comments?
Thank you for coming and bon voyage on your trip to tenure & promotion.