

Arts and Sciences Tenure and Promotion Committee

Effective: 05/01/2015

These guidelines govern the tenure and promotion committee that advises the dean of the College of Arts and Sciences.

Composition:

1. Six faculty members whose distribution fairly approximates the distribution of tenured/tenure-track faculty between the humanities, social sciences and sciences (representation by population model). As of 05/01/2015 the distribution will be 2, 2 and 2.
2. Faculty members must be full professors excluding those who are judged by the dean to have no or low research/scholarship activity.
3. Each member will serve a 3 year term. The terms of committee members will be staggered so that one-third of the membership is renewed in any given year.
4. If the composition of the T&P committee falls below five members for any single case, due to situations of absence, conflict of interest, recusal, or other problems, the T&P committee membership will be brought to five by recruiting the appropriate number of faculty to serve only for the specific case in question. Such ad hoc recruited faculty members must have had previous service on the T&P committee and satisfy conditions 1 and 2 above.

Management of conflict of interest:

Any member of the tenure and promotion committee who has a conflict of interest with a tenure and/or promotion case under consideration including, but not limited to:

- having an appointment in the same department;
- having a collaborative scholarly/research relationship within the last 5 years;
- having a close personal relationship;

must recuse him- or herself from the case and may not be present when the case is discussed or voted upon. If relevant, the recused committee member will cast his/her vote as a regular member of the faculty in the department.

Any questions that the T&P committee may have relative to any tenure and/or promotion case must be directed back to the relevant department.