

TO: Academic Deans
FROM: Sacha Kopp, Provost
DATE: July 10, 2024
RE: Promotion and Tenure Guidelines in 2024-2025
CC: Vice Provost Mia Bertagnolli

Section 304 of the new *Faculty Handbook* describes criteria for reappointment, tenure, and promotion of faculty. Sections 304.02 – 304.05 describes the specific areas of evaluation which include teaching, scholarly and creative activities, advising, and service.

Section 304.01(c) of the new *Faculty Handbook* states:

“Departments or schools shall create reappointment, promotion, and tenure guidelines in regard to the criteria set forth in the Faculty Handbook. These documents cannot establish specific criteria that contradict the Faculty Handbook. However, they shall establish guidelines for how faculty in a department or school satisfy the handbook criteria. These guidelines must be approved by the appropriate dean and the Provost...”

In March 2023, in anticipation of the potential adoption of the new *Faculty Handbook*, deans were asked to work with their faculty units to update unit-specific guidelines to align with the new *Faculty Handbook*. These guidelines were submitted to my office in Spring 2024, and with the assistance of a campus-wide committee of faculty, these guidelines are being reviewed for alignment with the new *Handbook*, equity, and practicality.

Because this review is going to take time, and because faculty will be submitting promotion and tenure applications in the Fall 2024 semester, a provisional plan is needed to review tenure and promotion applications in the 2024-2025 academic year except for those pre-tenured faculty who elected to fall under the old handbook. To this end, units should continue to use their existing (prior to 2024) guidelines, so long as they do not contradict the new *Faculty Handbook*.

To that end, departments, schools, and the College should be advised that:

- Evaluations of teaching effectiveness should avail themselves of the kind of portfolio approach recommended in Section 304.02.
- All forms of scholarship and creative work outlined in Section 304.03 should be recognized (scholarship of discovery, scholarship of integration, scholarship of engagement, scholarship of teaching and learning, or artistic performances or exhibits), with the candidate able to choose their area of focus.
- Individuals may apply for promotion to full Professor based on their individual scholarship or based on their leadership of an academic unit whose academic profile has been built under their service, per Section 304.03(g).
- For assistant professors seeking promotion and tenure under the new *Handbook*, those whose applications are successful will have tenure effective August 16, 2025.