



To: Academic Deans  
From: Sacha Kopp, Provost  
Date: April 24, 2023  
Subj: Faculty Transitioning to the New (2023) *Faculty Handbook*  
cc: Dr. Mia Bertagnolli, Vice Provost for Faculty Affairs  
Amanda Rhodes, Director for Academic Personnel and Budget

Dear Deans,

As you know, we have been engaged in a process to update the *Faculty Handbook*. While the process is still unfolding, it is hoped that the Faculty Assembly will vote on the *Handbook* at or near the Spring Faculty Conference and the Board of Trustees will vote on the *Faculty Handbook* at their April 17-19, 2024 meeting. Assuming that process is successful, we must look ahead and develop plans for how faculty will be governed by the new Handbook.

The following assumes these steps for the Handbook approval will all be successful:

- 1) All faculty who are tenured as well as all non-tenure-track faculty will be governed by the new handbook once it is approved by the Board of Trustees at its April 2024 meeting and it goes into effect starting in the Fall 2024 semester.
- 2) Tenure-track faculty who have not earned tenure as of April 19, 2024, or whose case for tenure has not been considered by the Committee on Rank and Tenure by April 19, 2024, will have the choice to (a) continue their reappointment and tenure process using the terms of the 2007 Faculty Handbook or (b) switch to the processes in the new *Faculty Handbook*. If a faculty member chooses the new Handbook, the new RPT guidelines for the candidate's department/school will apply (those being prepared and completed February 29, 2024). The choice between the old and new Handbook is to be made at the discretion of the individual pre-tenure faculty candidate. Once tenured, faculty will be governed by the new Handbook.
- 3) If the Faculty Assembly should vote positively to endorse the new Faculty Handbook in early 2024, I ask that each school/College initiate a process to assess whether each pre-tenure faculty member wishes to use the old or the new handbook as the basis for their tenure process. It is requested that you complete this process by April 1, 2024, in advance of the date by which pre-tenure faculty should be notifying their dean of their intent to initiate an application for tenure. This information should be sent by each dean to the Office of the Provost by April 15, 2024.
- 4) Tenured faculty and non-tenure-track faculty applying for promotion in Fall 2024 and beyond will be governed by the new *Faculty Handbook* and will use the new RPT criteria and guidelines being developed in their units. There may of course be some guidelines/criteria that are only approved later, and faculty in those units will necessarily have to follow existing guidelines and criteria until final approvals are completed.

