

August 23, 2007: Reports prior to 2003 were added as HTML text to the reports page and have been now converted to this PDF document for archiving.

04/29/98

Committee Members: Peggy Brown, Carol Elliott, Janice Harris, Alice Junghans, Marc Fey, Karen Nau, Bethene Gregg (Chair), Khatab Hassanein, Joan McDowd

During this past school year the Committee considered several candidates for promotion and tenure. Also, after much discussion, the issue of appointment and promotion of faculty for the new clinical contract positions was put to a vote of the faculty.

The APT committee recommended that appointment and promotion of faculty in these positions be handled at the departmental level. Also recommended was that each department keep a copy of their guidelines for appointment and promotion for these new ranks on file in the Dean's Office and with the SAH APT Committee.

The faculty approved the recommendations. In addition, the Committee continued its charge to review the current guidelines for promotion and tenure. A revised APT Policy manual should be available on Pulse by June, 98.

Submitted by
Bethene Gregg, Chair

09/10/98

Committee Members: Pete Beyer, Peggy Brown, Carol Elliott, Chukuka Enwemeka, Marc Fey, Khatab Hassanein, Alice Junghans, Joan McDowd, and Bethene Gregg (chair).

The APT manual on Pulse has been updated to reflect the faculty vote of November 1997. In that vote the faculty approved the policy that the departments in the SAH would handle appointment and promotion of the contract, non-prefixed, non-tenure track ranks and that a copy of each department's criteria would be kept on file with the SAH APT committee. Thus far, the committee has not yet received criteria for those contract positions. The review by the APT committee for those ranks will be for informational purposes only.

As of July 17, 1998 I have received the following clarification regarding instructor, assistant professor, etc appointments. The question was "Can someone be appointed at the rank of instructor or higher on an annually renewable contract without calling it a term appointment or without being on tenure track?" According to Marcia Powers and Soon Merz, no. Non-prefixed titles starting with instructor are to be term appointments, the total time not to exceed 3 years, or tenure track. This does not apply to the clinical contract or prefixed ranks.

I haven't heard back from the ad hoc committee that reviewed the SOM P & T document.

Now is a good time to decide how the promotion and tenure criteria apply to internet publications and course work. I suggested last spring that each department develops guidelines and keeps a copy on file with the APT committee and Dean's office. After the APT committee reviews each department's

guidelines, perhaps we could discuss specific issues at the Spring Faculty meeting and come to a consensus. I haven't received any departmental guidelines to date, however.

Respectfully submitted,
Bethene Gregg
1998-99 Chair, SAH APT Committee

03/30/99

Committee Members: Pete Beyer, Peggy Brown, Carol Elliott, Chukuka Enwemeka, Marc Fey, Khatab Hassanein, Alice Junghans, Joan McDowd, and Bethene Gregg (chair).

The Board of Regents approved the non-tenure track (contract) appointment policy. Contracts are renewable and allow for a one-time, one-way transfer between appointment categories, tenure vs non-tenure track. Any transfer to non-tenure track must be made no later than the end of the fifth year of employment.

I have not heard on the progress of the School of Medicine's P&T guidelines. I suspect the midterm faculty evaluation will be of particular importance for those faculty seeking a transfer in appointment category.

Last year, the APT guidelines were modified in anticipation of this new policy. APT review of appointment and promotion for non-tenure track faculty is for informational purposes only. The intention of these for-information-only reviews is to provide feedback to those faculty contemplating a transfer to a tenure track position.

Respectfully submitted,
Bethene Gregg
1998-99 Chair, SAH APT Committee

10/01/99

1999-2000 SAH APT Committee Membership: Joan McDowd, Chair, Peter Beyer, Peggy Brown, Carol Elliott, Chukuka Enwemeka, Marc Fey, K. Hassanein, Don Kellogg, Judy Mathewson

1998 - 1999 Reviews for Promotion and Tenure

Two candidates were reviewed for promotion and tenure. The committee recommended that both candidates be promoted to the rank of Associate Professor with tenure. The Dean concurred, as did the Chancellor, and both candidates have been promoted and tenured.

Schedule for 1999-2000 APT Activities: September 1, 1999 Letter sent to department chairs to identify candidates for voluntary review; September 15, 1999 Department chairs must notify APT committee if they will have faculty seeking review; September 24, 1999 Ad Hoc committee members and external reviewers selected and contacted by APT committee as necessary; September 27, 1999 Suggested date

for submission of materials to department chairs and department APT committees; October 20, 1999 Suggested date to complete department APT screening; October 25, 1999 Suggested date for department chair to notify candidate of departmental APT recommendation; November 5, 1999 Deadline for submitting candidate's materials to the Dean's office; December 8, 1999 APT Committee recommendations made to the Dean;

Respectfully submitted,
Joan M. McDowd

04/06/2000

1999-2000 SAH APT Committee Membership:

Joan McDowd, Chair, Pete Beyer, Lisa Bittel, Peggy Brown, Carol Elliott, Marc Fey, Khatab Hassanein, Don Kellogg, Judith Mathewson

I. The committee reviewed its Policy and Procedures document, and made revisions to Section III.C.3 regarding the Policies and Procedures Manual.

Changes made to Section III.C.3.:

item I currently specifies to whom the APT Manual is distributed; this item will be changed to state that the Policy and Procedures Manual is available through the SAH web page,
item II currently states that each outgoing member is responsible for passing the Manual to the next member; this item will be deleted
item V currently states that the Secretary will collect and update all manuals as required; the revised item will state that it is the responsibility of the secretary to see that the Manual on the web is updated

II. The Committee also met to discuss ideas that have been raised in the School of Nursing Promotion and Tenure committee. The School of Nursing is working on a policy to expand the concept of "scholarship" beyond traditional types of empirical scholarship to include activities related to teaching, applying knowledge, and integrating knowledge. This expanded view of scholarship will then have implications for promotion and tenure criteria in the School of Nursing. The SAH committee reviewed the SON draft document and discussed whether our committee perceived a need to revise the SAH promotion and tenure criteria along similar lines. A copy of this document is available by request from Joan McDowd.

The consensus of the committee was that we were generally satisfied with our promotion and tenure criteria as currently written, and that no major changes would be required. Committee members have been asked to discuss the issue with their department faculty, and the feedback received to date is consistent with the committee's position that no major changes are required at this time.

Respectfully submitted,
Joan M. McDowd

11/30/2000

1999-2000 SAH APT Committee Membership: Joan McDowd, Chair, Pete Beyer, Lisa Bittel, Peggy Brown, Marc Fey, Mike Gordon, Khatab Hassanein, Don Kellogg, Judith Mathewson

The committee reviewed its Policy and Procedures document, and made the following revisions:

Item One.

Section III.A.II. (Membership) states that “departments without tenured faculty may elect a representative who shall have voice but no vote on the committee”.

Section III.D.II. (Voting) states that “Committee members shall vote on all tenure considerations...”

Change: Given the consensus from our committee that non-tenured faculty not vote on tenure decisions and to help resolve any perceived inconsistencies between the statements above, Section III.D.II shall be revised as follows: “Tenured committee members shall vote on all tenure considerations. . .”

Item Two.

Section III.A.II. (Membership) states that “departments without tenured faculty may elect a representative who shall have voice but no vote on the committee”.

Section III.D.V (Voting) states that “During the discussion of each candidate, the APT Committee members present will be those who are eligible to vote. Each candidate’s APT materials are reviewed independently by those who will participate in that candidate’s discussion, deliberations, and voting. Select individuals may be designated to review Activity Verification materials. Materials are reviewed prior to the scheduled meeting.

Change: In order to provide voice for those representatives who may be elected from departments without tenured faculty, Section III.D.V (Voting) shall be deleted. Section III.D.III prevents those with vested interest (anyone from candidate’s department, other’s with close relationship to candidate) from attending, discussing, or voting on a candidate. Section V.E (Assessment) repeats the content of all of section III.D.V except the first sentence, making most of section III.D.V redundant. Sections III.A.II and III.D.II assure that voting is limited to tenured members of the committee. Thus the net effect of deleting Section III.D.V. is to allow non-tenured faculty to participate in discussion of candidates.

Respectfully submitted,
Joan M. McDowd