

Senate Document SD 03-10

(Amends SD 88-13)

(Approved, 1/12/2004)

TO: Fort Wayne Senate

FROM: Faculty Affairs Committee

David Oberstar, Chair

SUBJECT: Proposed amendment to SD 88-13 (Procedures for Promotion and Tenure)

DATE: December 8, 2003

Whereas, at its April meeting in 2003, the Senate charged the Faculty Affairs Committee with making a recommendation to the Senate regarding the participation of tenure-track faculty in the promotion and tenure process; and

Whereas, the Faculty Affairs Committee has considered the issue, and has approved the following changes to SD 88-13; and

Whereas, there has sometimes been some confusion regarding the meaning of the phrase “when establishing their committees, departments should be guided by two principles/senate-dev .” in Section 1.1 of SD88-13;

Be It Resolved, That the Senate approve the following changes to SD 88-13.

PROCEDURES FOR PROMOTION AND TENURE

IPFW and its autonomous academic units shall establish, within the timeframes and by means of criteria established in other documents, procedures for the evaluation of faculty for promotion and tenure according to the following guidelines and procedures. Autonomous academic units shall consist of those units subject to the powers of the Faculty detailed in Section VI of the Constitution of the Faculty; other units may, at their option, adhere to these guidelines and procedures.

1.0 Decision Levels: Nominations for promotion and/or tenure shall be considered at several levels. The preponderance of the evaluation of a candidate shall occur at the first level.

- 1.1 The department/program committee, whose composition and functions shall be established according to a procedure adopted by the faculty of the department/program and approved by the faculty of the school/division. The Senate Faculty Affairs Committee shall be consulted about any newly established committee composition and functions procedures, and any changes to an established procedure. The Senate shall have the right of review of this procedure. The department/program committee shall follow procedures established by the faculty of the school/division or, in the absence of such procedures, by the Senate.

~~In establishing their committees, departments should be guided by two principles: that all full-time, tenure-track members of the department shall have the opportunity to review and comment on each case for promotion and tenure; and that those persons possessing the same or higher rank or the status to which a candidate aspires should have major responsibility in formulating the department's recommendations, where possible.~~

All full-time, tenure-track members of the department shall have the opportunity to review and comment on each case for promotion and tenure. Where possible, it is recommended that those persons possessing the same or higher rank or the status to which a candidate aspires should have major responsibility in formulating the department's recommendations.

The appointment letter of a faculty member to more than one academic unit shall identify that department/program whose tenure/promotion process shall apply to the appointee.

[Sections 1.2-2.3 stand as they are]

3.0 Individual Participation

3.1 Only tenured faculty may serve as voting members of promotion and tenure committees at any level.

~~3.12~~ No person shall serve as a voting member of any committee during an academic year in which his or her nomination for promotion or tenure is under consideration, nor shall any individual make a recommendation on his or her own promotion or tenure nomination.

~~3.23~~ The department/program level excepted, no individual shall serve in a voting or recommending role at more than one decision level. In order that this be accomplished, the campus committee shall be filled before school/division committees. In the event that the chief academic officer of a department, program, school, or division serves as ex-officio member of a committee, then that person shall not vote during that committee's deliberations and decisions.