

MEMORANDUM

TO: Faculty in the Hixson-Lied College of Fine and Performing Arts

FROM: Christopher Marks, Associate Dean

RE: Proposed changes to reappointment timeline for tenure-leading faculty

DATE: April 8, 2020

This memo is to follow up from our college faculty meeting on Friday, April 3, 2020. Since there were amendments to the proposed timeline for tenure-leading reappointment, I wanted you to have the amended copy for your reference, prior to distribution of minutes from the meeting. Please find that amended copy below, along with the bylaws amendments that were approved. Remember also that these amendments still need approval from General Counsel before they are final.

**Proposed reappointment review schedule**

Apt. Year	Process	Review decision		EVC deadline for non-reappointment (2019-20 dates)	BOR deadline for non-reappointment (bylaws 4.4.2)
		YES	NO		
0	Initial appointment (through year 2)				
1	No review	-	-	February 19 of year 1	March 1 of year 1
2	Reappointment review (fall)	Reappoint through year 4 (2-yr appointment)	Appointment ends after year 2	December 4 of year 2	December 15 of year 2
3	Reappointment review (fall)	Reappoint through year 5 (1-yr appointment)	Appointment ends after year 4	April 30 of year 2	12 months notice
4	Reappointment review (fall)	Reappoint through year 6 (1-yr appointment)	Appointment ends after year 5	April 30 of year 3	12 months notice
5	Reappointment review (fall)	Reappoint through year 7 (1-yr appointment)	Appointment ends after year 6	April 30 of year 4	12 months notice
6	Tenure/promotion review (fall)	Continuous appointment (tenure)	Appointment ends after year 7	April 30 of year 5	12 months notice

This timeline would only apply to faculty hired in the 2020-21 academic year and beyond. Faculty already in tenure-leading appointments can opt in to this schedule through a written agreement with their school director to be placed in the faculty file.

**APPROVED bylaws amendment: 16.3.1**

<b>Current Wording</b>	<b>Amendment</b>	<b>When amended will read</b>
<p>16.3.1</p> <p>Introduction</p> <p>Over the course of their career, faculty will be evaluated for the purposes of annual reappointment, annual performance evaluations, promotion in rank, the granting of tenure, and post-tenure review.</p>	<p>16.3.1</p> <p>Introduction</p> <p>Over the course of their career, faculty will be evaluated for the purposes of <del>annual</del> reappointment, annual performance evaluations, promotion in rank, the granting of tenure, and post-tenure review.</p>	<p>16.3.1</p> <p>Introduction</p> <p>Over the course of their career, faculty will be evaluated for the purposes of reappointment, annual performance evaluations, promotion in rank, the granting of tenure, and post-tenure review.</p>

**APPROVED bylaws amendment: 16.5.2**

<b>Current Wording</b>	<b>Amendment</b>	<b>When amended will read</b>
<p>16.5.2 Reappointment files are prepared annually by probationary faculty and in the penultimate term year by professors of practice. They are primarily constituted from the materials that document achievement in the areas of teaching, research/creative activity, service, and outreach. The files are cumulative and must contain the appropriate documentation and executive reviews from all years leading to tenure and promotion decisions. The reappointment process is separate from that of tenure and promotion; however, untenured faculty members and professors of practice should be advised of the University's tenure and promotion documentation requirements when assembling their materials for reappointment each year.</p>	<p>16.5.2 Reappointment files are prepared <del>annually</del> by <del>probationary</del> <b>tenure-leading</b> faculty <b>during each of their specific term (probationary) appointments</b> and <del>in the penultimate term year</del> by professors of practice and <b>research professors in the penultimate year of their contract</b>. They are primarily constituted from the materials that document achievement in the areas of teaching, research/creative activity, service, and outreach. The files are cumulative and must contain the appropriate documentation and executive reviews from all years leading to tenure and promotion decisions. The reappointment process is separate from that of tenure and promotion; however, untenured faculty members and professors of practice should be advised of the University's tenure and promotion documentation requirements when assembling their materials for reappointment <del>each year</del>.</p>	<p>16.5.2 Reappointment files are prepared by tenure-leading faculty during each of their specific term (probationary) appointments and by professors of practice and research professors in the penultimate year of their contract. They are primarily constituted from the materials that document achievement in the areas of teaching, research/creative activity, service, and outreach. The files are cumulative and must contain the appropriate documentation and executive reviews from all years leading to tenure and promotion decisions. The reappointment process is separate from that of tenure and promotion; however, untenured faculty members and professors of practice should be advised of the University's tenure and promotion documentation requirements when assembling their materials for reappointment.</p>

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**APPROVED bylaws amendment: 17.1**

<b>Current Wording</b>	<b>Amendment</b>	<b>When amended will read</b>
<p>17.1 All tenure-leading faculty who have not been awarded tenure are reviewed annually for the purpose of reappointment decisions. Each probationary appointment, unless specified in his/her contract, is for one year and shall carry no presumption of renewal, and will terminate at the end of the stated term, according to the policies and procedures of the Bylaws of the Board of Regents, section 4.4.2.</p>	<p>17.1 All tenure-leading faculty who have not been awarded tenure are reviewed <del>annually</del> <b>during each of their specific term (probationary) appointments</b> for the purpose of reappointment decisions. <del>Each p</del> <b>Probationary appointments, unless specified in his/her contract, is for one year and</b> shall carry no presumption of renewal, and will terminate at the end of the stated term, according to the policies and procedures of the Bylaws of the Board of Regents, section 4.4.2.</p>	<p>17.1 All tenure-leading faculty who have not been awarded tenure are reviewed during each of their specific term (probationary) appointments for the purpose of reappointment decisions. Probationary appointments shall carry no presumption of renewal, and will terminate at the end of the stated term, according to the policies and procedures of the Bylaws of the Board of Regents, section 4.4.2.</p>

