Materials linked from the January 12, 2012 Faculty Senate agenda.

Red text indicates proposed revisions; strike-through text indicates proposed deletions.

**Proposed Revisions to the:**

**PROCEDURAL GUIDELINES FOR PROMOTION AND TENURE**

With respect to professional relationships, if anyone involved in the P&T evaluation process has a professional relationship with a candidate under consideration, he or she must declare the nature of the professional relationship before any discussion takes place. In addition, the specific nature of the relationship should be noted in any written evaluation. If, after consultation, the unit P&T committee chair or the Senior Vice Provost for Academic Affairs feels that the process would be compromised by the participation of any individual, that faculty member must recuse him or herself from any discussion or voting on that particular case. A professional relationship is defined here as a relationship where the evaluating party could realize gain, whether financial, professional, or other as a result of the actions of the P & T outcome, and could be biased. Examples of professional relationships include a candidate’s PhD. Or M.S. supervisor participating on the P & T committee or candidates who are providing significant financial support to P&T committee members through research or other funding. A professional relationship is not defined as a relationship that is professional in nature and only includes reasonable collaboration activities. (preceding definition of professional relationship removed from text and added as a footnote)

*Clean copy of above proposed changes:*

With respect to professional relationships¹, if anyone involved in the P&T evaluation process has a professional relationship with a candidate under consideration, he or she must declare the nature of the relationship before any discussion takes place. In addition, the specific nature of the relationship should be noted in any written evaluation. For cases where professional relationships have been identified at the unit level, and the unit P & T committee chair determines that the process would be compromised by the participation of that individual, that faculty member must recuse himself or herself from any discussion or voting on that particular case. For cases where professional relationships have been identified at the college level and the committee chair at the college level determines that the process would be compromised by the participation of that individual, that faculty member must recuse himself or herself from any discussion or voting on that particular case.

¹A professional relationship is defined here as a relationship where the evaluating party could realize gain, whether financial, professional, or other
as a result of the actions of the P & T outcome, and could be biased. Examples of professional relationships include a candidate’s PhD. Or M.S. supervisor participating on the P & T committee or candidates who are providing significant financial support to P&T committee members through research or other funding. A professional relationship is not defined as a relationship that is professional in nature and only includes reasonable collaboration activities.

In some cases, the candidate’s supervisor will participate in the preliminary discussions of the unit P&T committee in order to provide information on process prior to deliberations. However, the supervisor may participate only if invited by the unit committee and must not be present for the deliberations. Supervisors who have a past or current personal or professional relationship with the candidate that might compromise the evaluation process (example: former advisee undergoing evaluation) and must either recuse themselves from the process and find a substitute, or state the nature of the relationship at the beginning of the evaluation letter. In no case will they participate in the voting as a member of the committee. This includes cases such as department unit heads serving on College level P&T committees. In such cases, department unit heads must recuse themselves from the discussion and voting on any case related to their own department unit.

**College Review Policy approved by President Ray on September 11, 2009.**

*College Review and Recommendation*

The college faculty committee review letter shall provide: (i) an independent evaluation of the merits of the candidate as presented in the dossier, (ii) an opinion as to whether the departmental-level letters of evaluation fairly and uniformly assess the merits of the candidate’s performance as documented in the dossier, and (iii) an assessment of the consistency of standards applied to all candidates in the college. In addition, the committee should check that each dossier has been properly prepared.