Current:

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.

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) 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 heads serving on College level P&T committees. In such cases, department heads must recuse themselves from the discussion and voting on any case related to their own department.

Proposed Revisions:

With respect to professional relationships, if anyone involved in the P&T evaluation process has a relationship with a candidate under consideration, he or she must declare the nature of the professional relationship before any discussion takes place. A conflict of interest is defined here as the situation occurs when the evaluating party could realize personal, financial, professional, or other gain or loss as a result of the actions of the P&T committee or outcome of the P&T process, or when the evaluating party could be biased. Examples include the case where a candidate’s
PhD. or M.S. supervisor participates on the P & T committee or where the candidate provides significant financial support to a P & T committee members through research or other funding. In addition, the specific nature of the conflict of interest relationship should be noted in any written evaluation statement to the unit or college P&T committee chair. If the unit-P&T committee determines that the process would be compromised by the participation of that individual with a conflict of interest, that faculty member must recuse him or herself from any discussion or voting on that particular case.

In some cases, the candidate’s unit’s supervisor of the candidate’s unit or college will participate in the preliminary discussions of the unit or college P&T committee to provide information on process prior to deliberations. However, the unit or college supervisor may participate only if invited by the unit P&T committee and must not be present for the deliberations. Supervisors who have a past or current conflict of interest personal or professional relationship with the candidate that might compromise the evaluation process (example: former advisee undergoing evaluation) 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 unit heads serving on College level P&T committees. In such cases, unit heads must recuse themselves from the discussion and voting on any case related to their own unit.