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Faculty Senate Agenda November 27, 2023

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Faculty Senate

November 27, 2023
3:00 – 4:30 pm
Merrill Cazier Library - 154
[Zoom](#) (Statewide)

AGENDA

- 3:00 Call to Order**..... Maureen Hearn
Approval of Minutes – [October 30, 2023](#)

- 3:05 University Business** Elizabeth Cantwell, President | Larry Smith, Provost
President Cantwell – [USU President’s Report to Board of Trustees](#)

- 3:20 Faculty Senate Business** Maureen Hearn | John Ferguson | Grant Cardon

- 3:35 Information**
Education Policies Committee – [November 2, 2023](#) Paul Barr

- Reports**
N/A

- 3:40 Old Business**
Faculty Code 405 (3rd reading)..... John Ferguson

- 3:50 New Business**
[Faculty Code 406](#) – Tenure Eligible Appointments (1st reading) John Ferguson
USU Student Code Alcohol [Amendment/Resolution](#) Abraham Rodriguez

- Adjourn: 4:00 pm**



October 30, 2023
3:00 – 4:30 pm
Merrill Cazier Library – 154

MINUTES

Call to Order - Maureen Hearn

Approval of Minutes – [October 2, 2023](#)

Motion to approve the October 2, 2023, minutes made by Doug Ramsey. Seconded by Matt Bunnell. Minutes approved as distributed.

University Business - Elizabeth Cantwell, President | Larry Smith, Provost

President Cantwell – She echoes President Hearn in thanking the faculty for their service to the senate. It takes a lot of work to have shared governance. The president started the listening sessions this week. There were two sessions with staff of about 40 each. This week we will do the faculty. A website has been opened so that individuals can submit questions/information online. Currently there are 123 submissions from the website and the president is very happy about this. What is on her mind is a combination of things, one is being incentivized by the state board of regents through enrollment. If we don't grow, we don't get extra money. We met one of two criteria for high impact degrees but not for overall enrollment. How do we as an institution move forward. We need to plan for what we want to be what we want to deliver for the next decade and the planning needs to start now. President Cantwell will bring scenarios and she will ask if we want to engage with each other and/or with her. In a decade the population in Utah will be dropping. How do we serve the state when that happens? We don't want to get into two years of a decrease in enrollment and then panic. We need to be proactive, not reactive. Let's engage with one another for the future of USU. The president will bring procedural ideas probably next semester as we see how we address the future. USU must be here in fifty years. Utah needs a land-grant university.

Provost Smith – Increased graduate funding is his number one priority. We are working with the University of Utah and have put a partnership in place. There will be faculty listening sessions with the president and the faculty scheduled for November 7 and December 7. Vice Provost Paul Barr is working on a workshop for term faculty and focuses on the promotion process. The university is looking at a change in commencement dates and times. Working with all constituents to see what works best. A final decision will be made by the president. Right now, it seems that the majority are favoring a Wednesday evening commencement. In the meantime, looking at how that change will impact finals. If the preference is Wednesday, then the recommendation will be to not change the spring of 2024 commencement until we can look at a work with the final schedule. We welcome all feedback from the faculty. Faculty Senate president will collect recommendations and they will be forwarded on to Julie Gast who sits on the commencement committee. Feedback is due this week.

Faculty Senate Business - Maureen Hearn | John Ferguson | Grant Cardon

Promotion Processes - John Ferguson

John Ferguson was approached recently regarding the promotion process. Some think the packets and work is too much and cumbersome. Concerned with the quantity and quality of the materials. Don't want to limit anyone but there may be better ways to approach this. The Faculty Evaluation Committee (FEC) is looking at this and will be working on this issue. FEC will keep the senate informed of their conversations.

[Changes to Commencement](#) - Grant Cardon

See Provost Smith information listed above.

Greenhouse Resolution - Maureen Hearn

Received a lot of information from the sustainability group. We will see how the senate can move forward on the resolution that was passed at the last meeting. Will need a designated senate attendee on that committee.

Sent an email to all faculty regarding the upcoming Presidential listening sessions. Would like to have at least 80 individuals at each meeting.

Set up a task force to look at collaboration between faculty and staff. Grant Cardon is looking at putting together a committee for this.

Information

Education Policies Committee – [October 5, 2023](#) - Paul Barr

General Education Subcommittee - approved two designation requests. Looking at the R470 policy update.

Academic Standards – voted by email on the academic grievance policy. Strike the words “from the student perspective”.

Curriculum Subcommittee – approved 277 course requests and 16 R401 proposals. Discussed the Gen Ed requirements for AAS and BAS degrees. A working group will develop a proposal and present it to the Gen Ed Subcommittee for consideration.

Human Resources [Policy 313](#) - Drug & Alcohol-Free Workplace – 1st Review - Doug Bullock

Reformatted the Policy, strengthened policy on behavior and tolerance. Adding federal reporting requirement option and federal testing language for safety-sensitive positions. Clarified drug testing requirements.

Human Resources [Policy 350](#) – Tuition Benefit - Doug Bullock

Reformatted and retitled policy. Updated eligibility requirements and remission levels. Main change is clarifying confusion on waiting periods. Simplified credit limits during work hours. Defined dependent children.

Human Resources [Policy 398](#) – Reduction in Force - 1st Review - Doug Bullock

Reformatted policy and updated and added definitions. Clarified reasons for RIF and protected status. Deleted affirmative action language and clarified bumping rights. Combined re-establishment, recall and reassignment.

Reports

[Academic Freedom & Tenure Annual Report](#) - Doug Ramsey

Motion to approve the Academic Freedom & Tenure Annual Report made by Rose Judd-Murray. Seconded by Kim Andrus. Report approved.

Last year was a quiet time for the AFT. This committee meets and serves when a faculty member files a grievance. This past year we only had one query for a grievance. This still has not come through. Have not yet heard from the individual regarding whether they want to move forward or not.

[Athletic Council Annual Report](#) - James Morton

Motion to approve the Athletic Council Annual Report made by Carol Kochan. Seconded by Austin Knuppe. Report approved.

The Athletics Council has four subcommittees. One of the challenges right now is trying to balance money being raised and donor dollars. Looking at proportionality and have realized that we are not there yet. Coaching and staff have increased minority and non-residents.

Old Business

Faculty Code 405 | [Track Changes](#) (2nd Reading) - John Ferguson

Motion to move Faculty Code 405 to the President's Executive Committee made by Denise Stewardson. Seconded by Janet Duncan. Moved to committee. Motion did not pass, and it will now go back to the PRPC committee.

Code changes have been updating and modernizing the language. Breaking up what was currently 405. This is the section that deals with all faculty members. The other pieces have been stripped out and will be included in 406, 407 and 408. Clarified Ombudspersons section. Confusion about annual review of faculty. Because of the way the language is done we have stripped out the post-tenure review. Some would prefer a five-year window instead of three years. The provost would like a one-year review. If we are professionals, we should still be able to show what we have done in that year. The compromise is to come up with a three-year review. Embargoing this and 406, 407 and 408 will be held until they can all go through at the same time.

New Business

Faculty Code 406 | [Track Changes](#) (1st Reading) - John Ferguson
Tabled until faculty code 405 moves forward.

[Policy 104 Concerns](#) - Andrew Sorenson

Policy 104 was last revised in May 2014. President Cockett split the Executive Vice President and Provost into two specific entities instead of just one. Most of these roles were academic. Problem with academic operations being on the executive vice president website. This policy only defines the roles for seven vice presidents. The concern is that the university has doubled the number of vice presidents while at the same time cutting departmental budgets.

Motion for ad hoc committee to investigate further and finalize a resolution to bring forward to the senate made by Marissa Vigneault. Seconded by Mona Buhusi.

Adjourn: 4:36 pm

President's Report

November 10, 2023



Message from USU President Betsy Cantwell

As of this week, 100 days have passed since I became USU's 17th President. I am greatly honored and have received such a warm welcome from the State of Utah and the incredible faculty, staff and students of Utah State University.

I have learned a great deal in a short period of time and am thrilled to have begun statewide USU roundtable listening sessions with university faculty, staff and especially students! To date, over 125 individuals and 24 groups have submitted feedback and we've also launched a [Transition website](#) to stay engaged with our valued stakeholders. I will be joining Provost Smith for our Southwest Statewide Campus roundtables for similar sessions and look forward to sharing feedback in future monthly reports.



Leaders from the USU Foundation and USU Government Relations have kept my schedule full with impactful discussions and visits to meet with our donors, alumni, county and city officials, and state legislators. A recent trip to Washington D.C. was particularly valuable as I was able to meet with each Senator and Representative in the Utah congressional delegation, attended alumni events and had the opportunity to enjoy a Washington Nationals game and meet with prospective students and their parents at our USU admissions open house.

I am pleased that USU leadership was able to deliver the [2023 ILWA Report](#) to the Governor and other state leaders just a few weeks ago at the annual event in Salt Lake City; details can be found here: [Utah State Today](#)

I am also pleased to have authored an [op-ed](#), published in the Salt Lake Tribune, which prompted this [follow-up](#) from the Tribune's editorial editor, George Pyle.

Looking ahead, I am excited about the future of Utah State University. I am confident that with your continued support and dedication, we will make a lasting impact on our community, our region, and the world.

The first 100 days have been a remarkable experience, and I look forward to many more days of collaboration, growth, and success – here are just a few highlights and progress to date:

STRATEGIC PLANNING FOR USU FUTURE SUCCESS

Key Performance Indicators (KPI's)

Consistent with UBHE R209, I am honored to work with the USU Board of Trustees Executive Committee to thoughtfully develop impactful KPIs to be shared with the Utah Board of Higher Education and report to the USU Board of Trustees in the coming weeks. I look forward to their review and approval from the Commissioner of Higher Education.

Strategic Plan Progress

During 2022 and 2023, USU developed *Aggie Action 2028* - strategies divided into four strategic “pillars” including mission, vision, objectives and goal-oriented outcomes for the institution, as informed by broad participation across the institutional community. Since my arrival, I have challenged the senior leadership team to consider five priority areas, emphasizing our **modern land-grant university** status and have retained a strategy consultant to take USU strategic planning to a whole new level!

USU Valued Partnerships

This month **Google** announced a \$50k gift to Extension Youth Programs to support 4H computer science programs.



The USU development team is actively engaged working with the University of Utah surrounding health research collaborations, building partnerships with the Energy Engineering Program and has also engaged with the **Chevron** Utah Refinery, who has been a generous supporter of USU programs for many years. Chevron provides annual operational support for both the Swaner Preserve and EcoCenter and the Utah Botanical Center. You may recall that Chevron was an initial seed supporter of the Janet Quinney Lawson Institute for Land, Water and Air and provides scholarship support for the Society of Women Engineers at USU. Finally, Chevron also made a grant to help purchase specialized equipment for the Bingham Research Center in Vernal supporting reduced winter ozone emissions from oil and gas production.



Patagonia has been an inaugural supporter of the Outdoor Product and Design Program at USU through leadership participation on the advisory board. As a leading proponent of increasing sustainability in the outdoor product market, Patagonia is considering a proposal to endow a USU professorship in sustainable product design.



ACADEMIC ENTERPRISE

I continue to be impressed by USU faculty and have enjoyed meeting monthly with Deans in an ongoing dialog for long-term strategic impact and academic growth - vitally important to USU's enrollment diversification and overall management.

Each college within the Academic Enterprise is being challenged to bring forward new or revised program proposals to expand USU offerings through the USU Statewide Campuses system and through online delivery models to increase access statewide and also for rural communities and life-long learners. Such growth will benefit from the expertise of a new USHE-funded position, Pathways Coordinator, filled by Dr. Zac Konakis who is establishing industry ties to academic program needs. A task force is also being assembled to address and enrich USU's microcredentialing offerings.

The Provost is actively engaged helping to develop a proposal for the state legislature focused on increased support for USU's graduate students - a remarkable group of individuals who embody the spirit of dedication, passion, and intellectual curiosity, who contribute greatly to our academic and professional community.



RESEARCH ENTERPRISE

USU is a recognized R1 research institution - a symbol of excellence in research and academia. It allows universities - like our USU - to make significant contributions to the advancement of knowledge, innovation, and societal progress while attracting the best talent and resources to support our research endeavors.

USU research leaders remain abreast of rapidly escalating areas of concern relative to U.S. international competitiveness among other things. Challenges are ever present to increase faculty and staff to address federally funded programs of national concern, relative to artificial Intelligence, export controls, conflicts of interest, and cybersecurity. Leaders and Deans are working together to explore and expand research endeavors aligned with USU's strategic plan, to include rapidly growing areas, such as health and wellness.

In an effort to grow our research portfolio, USU's Office of Research is determined to increase the number of proposal development specialists across campus through a spirited competition to co-fund new positions to support faculty proposal development, especially for large proposal (over \$1M) submissions.

ATHLETICS ENTERPRISE

I am thrilled that Diana Sabau has joined the Aggie family as Vice President and Director of USU Athletics. She comes at a critical time with an important and impactful background, most recently serving as deputy commissioner and chief sports officer for the Big Ten Conference, overseeing the administration of all 28 of the conference's sponsored sports, having impactful guidance to the Big Ten commissioner with departmental oversight and administration of the football, basketball, hockey, Olympic sports and officiating programs.

Sabau has held extensive leadership roles in college athletics prior to joining the Big Ten, most recently as senior deputy athletics director at The Ohio State University where she served as sport administrator for football, women's ice hockey, and the co-ed rifle and pistol programs. During her four years as sport administrator for The Ohio State University football, the team won four consecutive Big Ten championships, participated in the college football playoffs, and garnered accolades and achievements of considerable national attention.

Being a Division I (D1) university in the context of collegiate athletics in the United States carries several significant implications and importance. Division I is the highest level of competition in the NCAA (National Collegiate Athletic Association) and is characterized by a high level of athletic competition and often greater resources and visibility. As a refresher, here are some of the key aspects that highlight the importance of being a D1 university:



Competitive Excellence: D1 universities compete at the highest level of collegiate sports. They often attract top-tier student-athletes and coaches, which results in a high level of competition. Winning and performing well in D1 athletics can bring prestige and recognition to the university.

National Visibility: D1 universities receive significant media coverage, both locally and nationally. This visibility can help in raising the university's profile and attracting students, faculty, and sponsors. Successful athletic programs can also boost alumni engagement and philanthropic support.

Revenue Generation: D1 athletics can be a significant source of revenue for universities. This comes from sources like ticket sales, TV contracts, merchandise sales, and donations from alumni and fans. Successful programs can generate substantial financial resources for the university.

Student Recruitment: High-profile athletic programs can help attract students, both athletes and non-athletes, to the university. Many students are drawn to schools with successful sports teams, and athletic scholarships can provide opportunities for students to pursue higher education.

Alumni Engagement: A successful D1 athletic program can foster a strong sense of school spirit and pride among alumni. This engagement can lead to increased support for the university, not only financially but also in terms of networking and career opportunities for graduates.

Networking Opportunities: D1 universities often have a wide network of alumni and contacts in various industries, which can benefit both student-athletes and other students seeking career opportunities. The connections formed through athletic programs can be valuable in the professional world.

Facilities and Resources: D1 universities typically have state-of-the-art athletic facilities, which can benefit student-athletes and enhance the overall campus experience. These facilities may also be used for community events and competitions, furthering the university's outreach.

Scholarship Opportunities: D1 universities offer athletic scholarships to student-athletes, which can help them pursue a college education while participating in their sport. These scholarships can be a significant financial aid source for many individuals.

Athletic Development: D1 universities often provide excellent coaching, training, and development opportunities for student-athletes. This environment can foster talent development and the pursuit of excellence in sports.

You won't want to miss on USU Athletics – this academic year or any other!

G-O-O-O AGGIES!

Football: The football team will need to win three out of four remaining games to be eligible to participate in a Bowl Game.

Women's Basketball: Utah State women's basketball (0-0, 0-0 MW) began its 2023-24 season by hosting Fort Lewis College (0-0) in its lone exhibition game recently. The Aggies return one letter winner and welcome in 12 newcomers to this year's squad, including nine transfers and three freshmen.

Men's Basketball: Utah State enters the 2023-24 season under the direction of first-year head coach Danny Sprinkle. USU appeared in the 2023 NCAA Tournament, posting a 26-9 record last season while tying for second in the Mountain West with a 13-5 mark.

Women's Volleyball: USU Women's Volleyball has been nationally ranked three times this season. Utah State went undefeated in October.

Women's Soccer: Utah State soccer (12-7-1, 9-2-0 MW) is the No. 2 seed in this week's Mountain West Championship. First time in program history that the team could be selected to participate in the NCAA Tournament. Manny Martins was named the Mountain West Head Coach of the Year, and the Aggies also received five all-conference team mentions as well as Defensive Player of the Year honors.

Cross Country: Utah State's men's and women's cross country teams both finished in the top five at the Mountain West Cross Country Championships.

Men's Tennis: Utah State men's tennis concluded its fall tournament season this week at the ITA National Fall Championships in San Diego.

Golf: Utah State's golf team concluded its fall slate by capturing the team title at the inaugural Monterrey Collegiate Classic this past weekend at Club Campestre Monterrey in Monterrey, Mexico. USU shot a school-record 29-under 835 to edge runner-up North Dakota State by one stroke on the par-72, 7,141-yard course.



FINALLY ... SHARING THE USU STORY - THROUGHOUT UTAH AND BEYOND

On a parting note, I am pleased to report that UMAC finalized all materials needed for the current recruitment season with helpful viewbooks promoting [Logan](#), [Blanding](#), and [USU Eastern](#), and an updated marketing campaign website – [Aggie Impact](#) and [Worth It](#).

USU's social media ranked in the [Top 5](#) among all D1 Institutions for the third year in a row by Rival IQ.

The USU marketing team is energetically pursuing several other opportunities to share USU – far and wide, including developing a President's podcast to interview dynamic and interesting guests from around the world, the annual President's Forum on Conflict and Conflict Resolution to raise awareness and building community, the Board of Trustee's Handbook, USU: The Greats 2023, and Aggie Impact messages. Social followings can also be found for President Cantwell on Twitter - [@USUPres](#)

As November comes to a close, I want to take a moment to express my heartfelt gratitude – for all who are a part of our Aggie community! Thank you for your time, talent and hard work to advance this incredible University and for your continued support.

Wishing you a wonderful November filled with warmth, joy, and gratitude.

Betsy Cantwell
President, Utah State University

Report from the Educational Policies Committee November 2, 2023

The Educational Policies Committee (EPC) met on November 2, 2023. The agenda and minutes of the meeting are posted on the Educational Policies Committee web page (www.usu.edu/epc). During the November 2, 2023 meeting of the EPC, the following actions were taken:

1. General Education Subcommittee

- November 2, 2023
 - AV 3100 Technical Communication for the Global Aviation Industry – CI
 - HIST 2730 Writing of Navajo History and Culture – CI2

2. Academic Standards Subcommittee

- No action Items
 - The committee discussed questions regarding student alcohol consumption and sleeping arrangements during university sponsored events.

3. Curriculum Subcommittee

- November 2, 2023
Course Approvals –124
 - Request from the Department of Applied Sciences, Technology and Education in the College of Agriculture and Applied Sciences to offer an Extension Education Post Baccalaureate Certificate.
 - Request from the Department of Communicative Disorders and Deaf Education in the Emma Eccles Jones College of Education and Human Services to change the name of the first Bachelor in the Bachelor of Arts and Bachelor of Science from Communicative Disorders and Deaf Education to Communicative Disorders.
 - Request from the Department of Communicative Disorders and Deaf Education in the Emma Eccles Jones College of Education and Human Services to change the name of the second Bachelor in the Bachelor of Arts and Bachelor of Science from Communicative Disorders and Deaf Education to Communicative Disorders.
 - Request from the Department of Kinesiology and Health Science in the Emma Eccles Jones College of Education and Human Services to offer an Outdoor Adventure Leadership Certificate of Proficiency.
 - Request from the School of Teacher Education and Leadership in the Emma Eccles Jones College of Education and Human Services to restructure the Curriculum and Instruction MEd.

- Request from the School of Teacher Education and Leadership in the Emma Eccles Jones College of Education and Human Services to restructure the Instructional Leadership MEd.
- Request from the Department of Communication Studies and Philosophy in the College of Humanities and Social Sciences to offer an Environmental Advocacy Certificate of Proficiency.
- Request from the Department of World Languages and Cultures in the College of Humanities and Social Sciences to restructure and add a new emphasis in the Second Language Teaching MSLT. (tabled)
- Request from the Department of Marketing and Strategy in the Jon M. Huntsman School of Business to change the Master of Business Administration-Supply Chain Management Specialization MBA to Master of Business Administration-Shingo Specialization MBA.
- Request from the Office of Diversity, Equity & Inclusion in the Office of the President to establish a Native American Cultural Center.
- Request from the Department of Environment and Society in the S.J. & Jessie E. Quinney College of Natural Resources to change the name of the Natural Resources and Environmental Education NREE Graduate Certificate to Natural Resources and Environmental Communication and Engagement NRECE Post-Baccalaureate Certificate.

4. **Other Business**

- Change the CIP Code for the PhD in Economics program to 45.0603 (econometrics and Quantitative Economics). It is currently 45.0601 (Economics General). – Mateja Savoie-Roskos.
- Change the CIP Code for the Master's in accounting program to 52.1399 (Management Sciences and Quantitative Methods, Other). It is currently 52.0301 (Accounting). – Brad Lindsey | Chris Skousen
- Academic Standards will look at the definitions of Centers and Institutes and possible review cycles.

**University Policy 406: Faculty with
Tenure-Eligible Appointments:
Evaluation, Promotion and Retention**
POLICY MANUAL
FACULTY

Commented [SH1]: Does "retention" refer to the awarding of "tenure"?
This term appears nowhere else in this policy other than in the title.

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Category: Faculty Policies (*Faculty Code*)

Subcategory: None

Covered Individuals: University Faculty

Responsible Executive: Provost

Policy Custodian: Chair of Professional Responsibilities and Procedures Committee

Last Revised: 2022/09/01

Previous USU Policy Number: 405

Number 405

Subject: Tenured and Term Appointments: Evaluation, Promotion and Retention

Effective Date: July 1, 1997

Revision: February 15, 2007; March 6, 2009; August 13, 2010; July 8, 2011; January 6, 2012; August 2, 2012; May 3, 2013; February 28, 2014; May 1, 2015; July 17, 2015; October 30, 2015; January 8, 2016; June 24, 2016.

Date of Last Revision: January 11, 2019

**406.1 TENURE: INTRODUCTION, RIGHTS CONFERRED, ELIGIBILITY,
PRE-TENURE PROBATIONARY PERIOD PURPOSE AND SCOPE**

To be added by PRPC This section describes the specific procedures for review, tenure, promotion, and retention that apply to all tenure-eligible faculty.

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Commented [SH2]: This section describes the specific procedures for review, tenure, promotion, and retention that apply to all tenure-eligible faculty.

Commented [SH3R2]: Is there a difference between retention and the awarding of tenure?

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406.2 POLICY

1.1 Introduction

Tenure is that provision of employment attained after completion of a pre-tenure probationary period during which the probationer's performance is found to be such as to make ~~him or her~~ them an asset to the institution because of ~~his or her~~ their abilities as a scholar, a teacher, a researcher, a librarian, an extension faculty member, and or a professional career and technical educator. It is the policy of the university to reward such outstanding performance of tenure-

eligible faculty members by awarding them tenure and/or promotion.

~~Academic Freedom (Policy 403.2, Academic Freedom) and economic security for faculty are indispensable to the success of a university in fulfilling its obligations to its students and to society. Tenure, therefore, is a means of ensuring the freedom to engage in to certain ends, specifically: freedom of teaching, research, and other academic endeavor, and a sufficient degree of economic security to make the profession attractive to persons of ability, men and women of ability. Freedom and economic security for faculty are indispensable to the success of a university in fulfilling its obligations to its students and to society.~~

Commented [NK4]: This paragraph was revised for clarity.

Commented [NK5]: Policy references will be reviewed and checked again prior to posting online.

1.2 Permanence of Appointment Conferred by Tenure

To hold a position with tenure means that appointment to such a position is permanent and is not subject to termination, dismissal, or reduction in rank, and/or reduction in status, except as ~~defined~~provided in pPolicies 406, Program Discontinuance, Financial Exigency and Financial Crisis, and 407, Academic Due Process: Sanctions and Hearing Procedures, and is not subject to termination or reduction in status except as defined in policy 406 or policy 407.5. Tenure is established only in an academic unit as defined in policy 401.2.2. In other units, appointments to tenure ranks are not made and tenure is not granted.

1.3 Eligibility

Only non-tenured individuals holding faculty ranks as defined in pPolicy 401.3, The Tenured and Tenure-Eligible Faculty, enter the process that leads to ~~the granting of~~ tenure. Except for extraordinary instances, when specific and persuasive justification is provided, tenure will not be awarded ~~to faculty members~~ prior to the tenure-eligible faculty member's ~~their~~ advancement to the penultimate rank of associate professor, associate librarian, extension associate professor, and professional career and technical education associate professor. Exceptions may be made in order to fulfill the mission of the university, but require petition to and approval by the president. A faculty member's appointment to an administrative position in and of itself carries no weight in achieving tenure. Appointments to all administrative positions are without significance for the achievement of tenure. Administrators with faculty status positions pursue or hold their tenure with in an academic unit.

Tenure will be awarded only to tenure-eligible faculty. ~~A part-time (50% or more) faculty member appointed to a tenure-eligible rank is tenure-eligible (pPolicy 401.3.1, Description and Eligibility). All provisions of this policy apply to such part-time faculty. For tenured or tenure-eligible faculty who hold part-time appointment, T~~the right of permanence conferred by tenure encompasses only the faculty member's part-time appointment. If there is an upward adjustment in the appointment of a tenured or tenure-eligible part-time faculty member, the tenure status is adjusted upward an identical amount.

When a tenured or tenure-eligible faculty member is to hold appointments in two (2) or more academic units, the unit in which tenure is to be awarded must be specified in the role statement~~writing~~ by the department head or supervisor at the time of appointment.

1.4 Pre-tenure probationary period

(1) 2.4.1 Normal Period.

The normal pre-tenure probationary period shall be six (6) years. In general, the tenure-eligible track faculty members are eligible reviewed for promotion and tenure review in the sixth (6th) year from the calendar year in which they are or she is appointed. The seventh (7th) year is not a probationary year; it is either a year that commences tenure status or a year of employment under a terminal contract.

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When the effective date of a tenure-eligible faculty appointment falls between July 1 and December 31, the academic year (Policy 404.2, Term of Appointment: Definition of Academic Year) in which the appointment becomes effective shall be the first year of the pre-tenure probationary period. When the effective date of a tenure-eligible faculty appointment falls between January 1 and June 30, the following academic year shall be the first year of the pre-tenure probationary period.

At the time of initial appointment, a tenure-eligible faculty member shall will sign a statement that records the final date for tenure consideration for the faculty member. This document shall will be signed and approved by the department head or supervisor and; academic dean or vice the vice president for extension, and, where applicable, the chancellor vice president of statewide campuses or regional campus statewide campus associate vice President dean, and the provost.

(2) 2.4.2 Prior Service.

At the time of appointment to a tenure-eligible position at USU, candidates who have served in a pre-tenure probationary appointment at another accredited university or college can negotiate with the department head or supervisor; the application of that prior service to the USU pre-tenure probationary period. Any The agreement regarding the application of prior service must be specified in writing in the role statement and approved by the department head or supervisor, academic dean and the provost, and, where appropriate, the vice president for extension, chancellor vice president of statewide campuses, or regional campus statewide campus associate vice president dean.

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(3) Leaves of Absence.

An academic year(s) in which leave without pay is taken will not count as part of the faculty member's pre-tenure probationary period. When a tenure-eligible faculty member is on any leave of absence with pay for one or more semesters in an academic year, upon recommendation from the faculty member's department head or supervisor, and the academic dean or vice president for extension, and, where appropriate, the chancellor vice president of statewide campuses or regional campus statewide campus associate vice president dean, the provost may approve an extension of the faculty member's pre-tenure probationary period in cases such as, but not limited to, Family and Medical Leave, Sick Leave, Military Leave, and Jury and Witness leave.

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(4) Extension of Pre-tenure Probationary Period.

Even if a leave of absence is not taken, at any time during the tenure process a tenure-eligible faculty member can request an extension of the pre-tenure probationary period for one year for reasons including, but not limited to, medical needs of the faculty member or a family member or

family responsibilities (including birth of a child or adoption). This extension may be requested up to two times. Upon recommendation from the faculty member's department head or supervisor, and the academic dean or vice president for extension, and, where applicable, the chancellor/vice president of statewide campuses or regional campus/statewide campus/associate vice president dean, the provost may approve an extension of the faculty member's pre-tenure probationary period. During the year in which the pre-tenure probationary period extension is granted, faculty responsibilities may be negotiated. When the faculty member that has extended the pre-tenure probationary period goes forward for tenure, expectations will be no greater than if the tenure extension had not been utilized.

2.4.3 Extension of Pre-tenure Probationary Period.

When a faculty member takes a Leave Without Pay (Policy 355) of a semester or more, the academic year in which the leave is taken does not count toward the pre-tenure probationary period.

In cases when a leave with pay, including but not limited to Family and Medical Leave (Policy 351), Sick Leave (Policy 363), Military Leave (Policy 359), or Jury and Witness Leave (Policy 369.2.2), of a semester or more is taken and upon recommendation from the faculty member's department head or supervisor and the dean or the vice president for extension, the provost may approve an extension of the faculty member's pre-tenure probationary period.

Even if a leave is not taken, at any time during the tenure process a tenure-eligible faculty member can request an extension of the pre-tenure probationary period for one (1) year for reasons including, but not limited to, medical needs of the faculty member or a family member, or family responsibilities (for example, the birth or adoption of a child). This extension may be requested up to two (2) times. For more information on how this impacts Interim Review see 406.2.9.3. Upon recommendation from the faculty member's department head or supervisor and the dean or the vice president for extension, the provost may approve an extension of the faculty member's pre-tenure probationary period.

Regardless of the reason for the extension of the pre-tenure probationary period, when the faculty member goes forward for tenure, expectations will be no greater than if the tenure extension had not been utilized.

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(5) 2.4.4 Award of Tenure Prior to the Completion of the Pre-tenure Probationary Service.

When justification is provided by a faculty member's tenure advisory committee, department head or supervisor, and academic dean or the vice president for extension, and, where applicable, the chancellor/vice president of statewide campuses or regional campus/statewide campus/associate vice president dean, the president may recommend the granting of tenure to a faculty member at any time.

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(6) 2.4.5 Transfers.

When a tenure-eligible faculty member who transfers permanently from one academic unit to another, the loses credit toward tenure in the unit from which he or she has transferred. The academic unit to which the faculty member transfers may require service for the full pre-tenure probationary period or the academic unit may accept any or all of the years of satisfactory

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service completed in the former academic unit toward tenure ~~in the former academic unit~~. The years of service in the former academic unit to be accepted toward tenure in the new academic unit must be agreed upon in advance of the transfer by the faculty member, the department head or supervisor, the ~~academic~~ dean or the vice president for extension, ~~and, where applicable, the chancellor/vice president of statewide campuses or regional campus/statewide campus associate vice president dean~~, and the provost.

(7) 2.4.6 Effective Date.

Tenure ~~shall~~ will become effective at the beginning of the university fiscal year immediately following the award of tenure.

~~406.32.55.2~~ **APPOINTMENT, TENURE, AND PROMOTION: CRITERIA FOR CORE FACULTY RANKS**

2.2.5.1 **Criteria for Promotion from Instructor to Assistant Professor**

Faculty members will be initially appointed to the rank of instructor when they have not yet completed the terminal degree in their field but have demonstrated ability related to the role statement and have a master's degree or the equivalent as determined by the appropriate administrator. Promotion to or appointment as an assistant professor requires completion of the terminal degree or its equivalent; demonstrated ability in accordance with the role statement in teaching, research or creative endeavors, extension, ~~professional career and technical education, service, and~~ or other qualifying work; evidence of scholastic promise; and evidence of progressive professional development (~~policy 401.3.2(2)~~).

2.2.5.2 **Criteria for the Award of Tenure and for Promotion from Assistant to Associate Professor**

Tenure and promotion from assistant to associate professor are awarded on the basis by which a faculty member performs ~~his or her~~ their responsibilities as defined by the role statement. Although tenured and tenure-eligible faculty members are expected to carry out the major university functions of teaching, research or creative endeavors, extension, and service, individual emphases will vary within and among academic departments as described in each faculty member's role statement. Each candidate must present evidence of effectiveness in all of the professional domains in which ~~he or she~~ they performs, and must present evidence of excellence in the major emphasis of ~~his or her~~ their role statement.

The criteria for the award of tenure and the criteria for the award of promotion from assistant to associate professor are the same. These criteria include, but are not limited to: an established reputation based upon a balance of teaching, research or creative endeavors, extension, and or service; broad recognition of professional success in the field of appointment; evidence of effectiveness in all of the professional domains in which the faculty member performs; and evidence of excellence in the major emphasis of ~~his or her~~ their role statement (~~Policy 405.6.1, Role Statement and Role Assignment 401.3.2(3) and 405.2.1~~). Excellence is measured by standards for associate professors within the national professional peer group.

(4) The foregoing criteria are to be applied to the ~~following areas; domains of professional service~~

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included in and according to the role statement (Policy 405.6.1, Role Statement and Role Assignment and 405.7, Domains of Professional Service). Teaching.

—Teaching includes but is not limited to all forms of instructional activities: classroom performance, broadcast and online instruction, mentoring students inside and outside the classroom, student advising and supervision, thesis and dissertation direction, and curriculum development. Documentation supporting teaching performance must include student and peer evaluations, and may include, but is not restricted to: proficiency in curriculum development as demonstrated through imaginative or creative use of instructional materials such as syllabi, instructional manuals, edited readings, case studies, media packages and computer programs; authorship of textbooks; teaching and/or advising awards; authorship of refereed articles on teaching; success of students in post-graduate endeavors; evidence of mentoring inside and outside the classroom, including work with graduate or undergraduate researchers, graduate instructors or undergraduate teaching fellows, applicants for major scholarships or grants, and Honors or other independent study work; recognition by peers of substantive contributions on graduate committees; service on professional committees, panels, and task forces; and invited lectures or panel participation.

Research or creative endeavors encompass a wide variety of scholarly activities that lead to the advancement of knowledge and/or to original contributions in the arts and humanities. Documentation supporting such activities must include peer recognition of their value and may include, but is not restricted to: publication of books, or monographs, or articles in peer-reviewed media; intellectual contributions represented by patents, inventions and other intellectual property; participation in symposia and authorship of chapters in review volumes; creative work in the arts and humanities that receives regional and national recognition; success in competition for extra-mural funding.

(2) Extension.

Extension provides the public, primarily within the state, with research-based information and other university resources. Documentation supporting extension performance must include peer evaluation and may include, but is not restricted to: active programs with various extension constituents; recognition by extension clients for an effective effort; innovative techniques; effective use of the media; publications appropriate to the assignment; responses to requests from private and government entities for advisory help and consulting; publications in peer-reviewed and/or professional media; service on professional committees, panels and task forces; and peer recognition of the value of the extension effort.

(2) Service.

Service activities include but are not limited to: membership in, and leadership of, departmental, college and university committees and organizations; active participation in regional and national professional organizations as evidenced by committee membership and/or by holding elective or appointive office; consulting activities in local, regional, national and international organizations and agencies; public speaking and/or information dissemination involving professional expertise; engagement in local communities. Tenure-eligible faculty must participate in service activities. Although such activities are vital to the mission of the university, they are not expected to constitute a major emphasis in the role statement for tenure-eligible faculty.

Commented [NK8]: The professional domains have been combined into one section in 405 to avoid confusion and the chance that changes are made in one faculty rank and not in another. All faculty will be directed to the new 405 section to review professional domains and other selected common practices for appointment, evaluation, promotion, and retention.

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2.32.5.3 Initial Appointment at the Associate Professor or Professor Ranks without Tenure

Initial appointment as an associate professor requires all the qualifications prescribed for an assistant professor; an establishes reputation in teaching, research or creative endeavors, extension, service, or other qualifying work in accordance with the role statement; and broad recognition of professional success in the field of appointment.

Initial appointment as a professor requires all the qualifications prescribed for an associate professor and an established outstanding reputation in the field of appointment.

Faculty members who are qualified for initial appointments at the ranks of associate professor or professor may be appointed with or without tenure. The criteria for the award of tenure are the same as those in 406.32.2, Criteria for the Award of Tenure and for Promotion from Assistant to Associate Professor, above. For initial appointments to the associate professor ranks without tenure, a written statement attesting to the length of the pre-tenure probationary period is negotiated at the time of appointment and is approved by the department head, academic dean, and, where appropriate, the vice president for extension, chancellor, vice president of statewide campuses, or the regional campus statewide campus associate vice president dean, and the provost.

~~2.4~~ Criteria for Promotion from Associate Professor to Professor

~~In addition to the criteria for promotion to associate professor, i.e., evidence of excellence in the major emphasis of his or her role statement and effectiveness of all other professional domains (section 405.2.2), promotion to the rank of professor shall require an outstanding reputation in at least the major emphasis as defined in the role statement. Excellence is measured by standards for professors within the national professional peer group.~~

2.6 ~~406.45.3~~ APPOINTMENT, TENURE AND PROMOTION: CRITERIA FOR LIBRARIANS

~~3.1~~ 2.6.1 Criteria for Promotion from Affiliate Librarian to Assistant Librarian

Faculty members will be initially appointed to the rank of affiliate librarian when they have not completed a master's degree in library and information science from an institution accredited by the American Library Association or a relevant master's degree but have demonstrated ability in accordance with the role statement. Appointment as or Ppromotion to assistant librarian requires a master's degree in library and information science from an institution accredited by the American Library Association or a relevant postgraduate degree and demonstrated ability in accordance with the role statement.

~~3.22.6.2~~ 2.6.2 Criteria for the Award of Tenure and for Promotion from Assistant to Associate Librarian

Tenure and promotion from assistant to associate librarian are awarded on the basis by which a librarian performs his or hertheir role as defined by the role statement. Although librarians are expected to carry out the major university functions of librarianship, research andor-creative

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endeavors, and service, individual emphasis~~s~~ will vary within and among library departments as described in the librarian's role statement. Each candidate must present evidence of effectiveness in all of the professional domains that ~~they~~~~he or she~~ performs, and must present evidence of excellence in the major emphasis of the role statement.

The criteria for the award of tenure and for promotion from assistant to associate librarian are the same. These criteria include but are not limited to: an established reputation based upon a balance of librarianship, research or creative endeavors, and service; broad recognition for professional success in librarianship; evidence for effectiveness in all of the professional domains in which the faculty member performs; and evidence of excellence in the major emphasis of ~~his or her~~the role statement (~~Policies 405.3.1, Criteria for Promotion from Affiliate Librarian to Assistant Librarian and 405.6.1, Role Statement and Role Assignment-404.3(3)~~). Excellence is measured by standards for associate librarians within the national professional peer group.

The foregoing criteria are to be applied to the ~~following areas: domains of professional service included in and according to the role statement (Policies 405.?, Role Statement and Role Assignment and 405.?, Domains of Professional Service).~~

~~(0) Librarianship:~~

~~Librarianship includes but is not limited to all forms of library activities that contribute to the educational, research, extension, and service mission of the university: identifying, selecting and developing library resources; providing bibliographic control and organizing library material for effective use; preserving and conserving library resources; performing effective reference service by anticipating and understanding user needs and pursuing user queries to satisfactory solutions; initiating new ideas, new technology or alternative approaches to library procedures that improve information resources and/or service; teaching and consulting to encourage and enhance full use of library resources and services, as well as promoting information literacy; supporting research efforts of others through faculty liaison work; and using special knowledge and/or skill, such as subject and bibliographic expertise, and knowledge of a foreign language to enhance library service.~~

~~Documentation supporting performance in librarianship must include peer evaluations, and may include, but is not restricted to: proficiency in assigned area of librarianship and areas of subject expertise as demonstrated through imaginative or creative use of up to date library/information and instructional materials such as computer programs and utilities, library manuals, reports, bibliographies, indexes, and abstracts; authorship of textbooks; authorship of refereed articles relating to librarianship and/or areas of expertise; recognition for outstanding teaching and/or consultation; recognition by peers of substantive contributions on graduate committees; service on professional committees, panels, and task forces; and invited lectures or panel participation.~~

~~(0) Research or Creative Endeavors:~~

~~Research or creative endeavors encompass a wide variety of scholarly activities that lead to the advancement of knowledge. Documentation supporting such activities must include peer recognition of their value and may include, but is not restricted to: publication of books, or monographs, or articles in peer reviewed media; intellectual contributions represented by patents,~~

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inventions and other intellectual property; participation in symposia and authorship of chapters in state-of-the-art review volumes; creative work using computer/telecommunication technology which receives regional and national recognition; success in competition for extra-mural funding.

— Extension.

Extension provides the public, primarily within the state, with research-based information and other university resources. Documentation supporting extension performance may include, but is not restricted to: active library/information support with various extension constituents; recognition by extension clients for an effective effort; innovative techniques; effective use of the media; publications appropriate to the assignment; responses to requests from private and government entities for advisory help and consulting; publications in peer-reviewed and/or professional media; service on professional committees, panels and task forces; and peer-recognition of the value of the extension effort.

(1) Service.

Service activities include but are not limited to: membership in, and leadership of, library, college, and university committees and organizations; active participation in regional and national professional organizations as evidenced by committee membership and/or by holding elective or appointive office; consulting activities in local, regional, national and international organizations and agencies; public speaking and/or information dissemination involving professional expertise; engagement in local communities. Tenure-eligible library faculty must participate in service activities. Although such activities are vital to the mission of the university, they are not expected to constitute a major emphasis in the role statement for tenure-eligible library faculty.

3.32.6.3 Initial Appointment at the Associate Librarian or Librarian Ranks ~~without Tenure~~

Initial appointment as an associate librarian requires all the qualifications prescribed for an assistant librarian; an established reputation in librarianship based on research or creative endeavors, and service; and broad recognition for professional success in librarianship.

Initial appointment as a librarian requires all the qualifications prescribed for an associate librarian and an established outstanding reputation in the field of academic librarianship.

Candidates Librarians who are qualified for initial appointments at the ranks of associate librarian or librarian may be appointed with or without tenure. For initial appointments to the associate librarian or librarian ranks without tenure, a written statement attesting to the length of the pre-tenure probationary period is negotiated at the time of appointment and is approved by the supervisor, the Dean of the Library, and, where applicable, the chancellor/vice-president of statewide campuses or regional campus/statewide-campus associate vice president dean, and the provost.

Initial appointments to the associate librarian or librarian ranks with tenure are reviewed according to Policy 406.7.4.1, Administrative Nominations for Tenure.

3.3 Criteria for Promotion from Associate Librarian to Librarian

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~~In addition to the criteria for promotion to associate librarian, i.e., evidence of excellence in the major emphasis of his or her role statement and effectiveness of all other professional services (section 405.3.2), promotion to the rank of librarian shall require an outstanding reputation in at least the primary area of emphasis as defined in the role statement. Excellence is measured by standards for librarians within the national peer group.~~

406.52.7 5.4 APPOINTMENT, TENURE AND PROMOTION: CRITERIA FOR FACULTY WITH EXTENSION RANKS

4.42.7.1 Criteria for Promotion from Extension Instructor to Extension Assistant Professor

Extension faculty will be initially appointed to the rank of extension instructor when they have not yet completed ~~the terminal a minimum of a master's degree from an accredited institution or its equivalent~~appropriate for extension faculty, but have met all other criteria for appointment to the rank of extension assistant professor. ~~Appointment as or Promotion to extension assistant professor requires completion of the terminal a minimum of a master's degree appropriate for extension faculty or its equivalent; demonstrated ability in teaching, research or creative endeavors, extension, or other qualifying work according to the role statement; demonstrated ability in the and~~ development of programs relevant to the identified population; evidence of scholastic promise; and evidence of progressive professional development as determined by the appropriate administrator.

4.42.7.2 Criteria for the Award of Tenure and for Promotion from Extension Assistant Professor to Extension Associate Professor

Tenure and promotion from extension assistant professor to extension associate professor are awarded on the basis by which an extension faculty member performs ~~his or her~~their role statement. Although extension faculty are expected to carry out the major university functions of teaching, ~~research or creative endeavors~~, extension, and service, individual emphasis will vary as described in the extension faculty member's role statement. Each candidate must present evidence of effectiveness in all of the professional domains in which ~~he or she~~they performs and must present evidence of excellence in the major emphasis of ~~his or her~~their role statement.

The criteria for the award of tenure and for promotion from extension assistant professor to extension associate professor are the same. These criteria include but are not limited to: an established reputation based upon a balance of scholarship, teaching, research or creative endeavors, extension, and service; recognition for professional success in the field of appointment; evidence for effectiveness in all of professional domains in which the faculty member performs; and evidence of excellence in the major emphasis of ~~his or her~~their role statement (Policies 405.4.1, Criteria for Promotion from Extension Instructor to Extension Assistant Professor and 405.6.1, Role Statement and Role Assignment~~401.3.4; 405.4~~). Excellence is measured by national standards within the professional peer group.

The foregoing criteria are to be applied to the following areas: domains of professional service included in and according to the role statement (Policies 405.?, Role Statement and Role Assignment, and 405.? Domains of Professional Service).

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—Teaching.

Teaching includes, but is not limited to, all forms of extension instructional activities: proficiency in identifying the needs of the identified audience as demonstrated through imaginative or creative use of up-to-date instructional methods such as workshops, conferences, classes, lectures, newsletters, media presentations, computer-assisted instruction, authorship of extension bulletins, self-instruction materials; program development awards; service on relevant community committees; invited presentations or panel participation.

(1) Extension.

Extension provides the public, primarily within the state, with research-based information and other university resources. Documentation supporting extension performance may include, but is not restricted to: active programs with various extension constituents; recognition by extension clients for an effective effort; innovative techniques; effective use of the media; publications appropriate to the assignment; responses to requests from private and government entities for advisory help and consulting; publications in peer-reviewed and/or professional media; service on professional committees, panels, and task forces; and peer recognition of the value of the extension effort.

(1) Service.

Service activities include but are not restricted to: membership in and leadership of community, state, and/or national committees relevant to the role statement; committee participation in state, regional, and national professional organizations; consulting activities in local, state, regional, and national organizations and agencies; public speaking and/or information dissemination involving professional expertise; engagement in local communities.

432.7.3 Initial Appointment at the Extension Associate Professor or Extension Professor Ranks ~~without Tenure~~

Initial appointment to the rank of extension associate professor requires all the qualifications prescribed for an extension assistant professor; an established reputation based upon a balance of teaching, research or creative endeavors, extension, and service; and broad recognition for professional success in the field of appointment.

Initial appointment to the rank of extension professor requires all the qualifications prescribed for an extension associate professor and an established outstanding reputation in the field of appointment.

Faculty members with experience in extension at other accredited colleges or universities may be appointed to the ranks of extension associate professor or extension professor with or without tenure.

The criteria for the award of tenure are the same as those in 405.4.2, Criteria for the Award of Tenure and for Promotion from Extension Assistant Professor to Extension Associate Professor ~~above~~. For initial appointments to the extension associate professor or extension

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~~professor ranks without tenure, a~~ written statement attesting to the length of the pre-tenure probationary period is negotiated at the time of appointment and is approved by the supervisor, ~~the vice president of~~ for extension, and the provost.

Initial appointments to the extension associate professor or extension professor ranks with tenure are reviewed according to Policy 405.7.3.1, Administrative Nominations for Tenure.

~~4.4 Criteria for Promotion from Extension Associate Professor to Extension Professor~~

~~In addition to the criteria for promotion to extension associate professor, promotion to the rank of extension professor shall require an established outstanding reputation for excellence in teaching, development of programs relevant to the identified population, and extension, according to the role statement. Excellence is measured by national standards for extension professors within the professional peer group.~~

~~406.65.52.8~~ **APPOINTMENT, TENURE AND PROMOTION: CRITERIA FOR PROFESSIONAL CAREER AND TECHNICAL EDUCATION FACULTY RANKS**

~~5.1~~ **2.8.1 Criteria for Promotion from Professional Career and Technical Education Instructor to Professional Career and Technical Education Assistant Professor**

Professional career and technical education faculty will be initially appointed to the rank of professional career and technical education instructor when they have not yet completed the associate of science or associate of applied science degree but have six (6) years of applicable work experience at the journeyman level. Up to three (3) years of academic training from an accredited college may be substituted for up to three (3) years' work experience. Promotion to professional career and technical education assistant professor requires completion of the associate of science or an associate of applied science degree from an accredited college plus basic industry qualifications; three (3) years' full-time teaching experience at an accredited college and evidence of progressive professional development.

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~~5.2~~ **2.8.2 Criteria for the Award of Tenure and for Promotion from Professional Career and Technical Education Assistant Professor to Professional Career and Technical Education Associate Professor**

Tenure and promotion from professional career and technical education assistant professor to professional career and technical education associate professor are awarded on the basis by which a faculty member performs ~~his or her~~their assignment. Although professional career and technical education faculty are expected to carry out the major university functions of teaching, research or creative endeavors, and service responsibilities assigned to them, individual emphases will vary as described in the faculty member's role statement. Each candidate must present evidence of effectiveness in all of the professional domains in which ~~he or she~~they performs and must present evidence of excellence in the major emphasis of ~~his or her~~their role statement.

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The criteria for the award of tenure and for promotion from professional career and technical education assistant professor to professional career and technical education associate professor are the same. These criteria include, but are not limited to: all of the qualifications prescribed for

an professional career and technical education assistant professor; a bachelor's degree from an accredited university; a minimum of seven years of full-time teaching at an accredited college; an established reputation based upon a balance of teaching, research or creative endeavors, and service; broad recognition for professional success in the field of appointment; evidence of effectiveness in all of the professional domains in which the faculty member performs; and evidence of excellence in the major emphasis of ~~his or her~~their role statement. Excellence is measured by national standards within the professional peer group.

The foregoing criteria are to be applied to the ~~following areas: domains of professional service included in and according to the role statement (Policies 405.?, Role Statement and Role Assignment and 405.?, Domains of Professional Service).~~

~~— Teaching.~~

~~Teaching includes, but is not limited to, all forms of career and technical education instructional activities: classroom performance, student advising and supervision, oversight of independent learning, mentoring students inside and outside the classroom, and curriculum development. Documentation supporting teaching performance must include student and peer evaluations, and may include, but is not restricted to: proficiency in identifying the needs of the identified audience; curriculum development as demonstrated through imaginative or creative use of up to date instructional methods materials such as workshops, conferences, classes, lectures, newsletters, syllabi, instructional manuals, assigned readings, case studies, media presentations, packages and computer assisted instruction, programs; authorship of extension bulletins, self-instruction textbooks or other instructional materials; program development teaching and/or advising awards; authorship of refereed articles on teaching; evidence of mentoring inside and outside the classroom, including work with graduate or undergraduate researchers, graduate instructors or undergraduate teaching fellows, applicants for major scholarships or grants, and Honors or other independent study work; success of students in post instructional licensing procedures or employment placements; service on professional committees, panels and task forces; and invited presentations or panel participation and professional lectures or consultations.~~

~~(+) Service.~~

~~Service activities include but are not restricted to: membership in, and leadership of community, state, and/or departmental, college/school and university committees and organizations; active participation in regional and national committees relevant to the role statement; professional organizations as evidenced by committee participation in state, regional, and national professional organizations; membership and/or holding elective or appointive office; consulting activities in local, state, regional, and national and international organizations and agencies; public speaking and/or information dissemination involving professional expertise; engagement in local communities. Tenure eligible faculty must participate in service activities. Although such activities are vital to the mission of the university, they are not expected to constitute a major emphasis in the role statement for tenure eligible faculty.~~

5.3 2.8.3 Initial Appointment at the Professional Career and Technical Education Associate Professor or Professional Career and Technical Education Professor Ranks without Tenure

Initial appointment to the rank of professional career and technical education associate professor

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requires all of the qualifications prescribed for a professional career and technical education assistant professor: a bachelor's degree from an accredited university; a minimum of seven (7) years of full-time teaching at an accredited college; an established reputation in accordance with the role statement; and broad recognition for professional success in professional career and technical education.

Initial appointment to the rank of professional career and technical education professor requires all of the qualifications prescribed for a professional career and technical education associate professor; a master's degree or higher from an accredited university; a minimum of twelve (12) years of full-time teaching experience at an accredited college; an outstanding reputation in accordance with the role statement; and national recognition for professional success in professional and technical education.

Faculty members who are qualified for initial appointment at the ranks of professional career and technical education associate professor or professional career and technical education professor may be appointed with or without tenure. The criteria for the award of tenure are the same as those in Policy 405.2, Criteria for the Award of Tenure and for Promotion from Professional Career and Technical Education Assistant Professor to Professional Career and Technical Education Associate Professor~~above~~. For initial appointments to the professional career and technical education associate professor or professional career and technical education professor ranks without tenure, a written statement attesting to the length of the pre-tenure probationary period is negotiated at the time of appointment and is approved by the department head, ~~the academic dean and where appropriate, the chancellor/vice president of statewide campuses or regional campus/statewide campus associate vice president/dean~~, and the provost.

Initial appointments to the professional career and technical education associate professor or professional career and technical education professor ranks with tenure are reviewed according to Policy 405.7.3.1, Administrative Nominations for Tenure.

~~Criteria for Promotion from Professional Career and Technical Education Associate Professor to Professional Career and Technical Education Professor~~

~~In addition to the criteria for promotion to professional career and technical education associate professor, promotion to the rank of professional career and technical education professor shall require a master's degree or higher from an accredited university; a minimum of twelve years of full-time teaching experience at an accredited college; an outstanding reputation based upon a balance of scholarship, teaching, and service; national recognition for professional success in professional and technical education; evidence of effectiveness in all of the professional domains in which the faculty member performs; and evidence of excellence in the major emphasis of his or her role statement. Excellence is measured by national standards within the respective professional peer groups.~~

~~405.6 TENURE, PROMOTION AND REVIEW: GENERAL PROCEDURES~~

~~6.2 Role Statement and Role Assignment~~

~~A role statement will be prepared by the department head or supervisor, and agreed upon between the department head or supervisor and the faculty member at the time he or she accepts an appointment, as indicated by their signatures. The role statement should also be, approved by~~

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~~the academic dean and the provost and where applicable, the chancellor/vice president of statewide campuses, vice president for extension or regional campus/statewide campus/associate vice president dean, prior to the faculty member's signature, and then signed by the academic dean, and the chancellor/vice president of statewide campuses, vice president for extension or regional campus/statewide campus/associate vice president dean where applicable. The role statement shall include percentages for each area of professional domains (404.1.2). These percentages will define the relative evaluation weight to be given to performance in each of the different areas of professional domains. Role statements serve two primary functions:~~

~~First, the faculty member can gauge his or her expenditure of time and energy relative to the various roles the faculty member is asked to perform in the university. Second, role statements provide the medium by which the assigned duties of the faculty member are described, including the campus or center location, and by which administrators and evaluation committees can judge and counsel a faculty member with regard to his or her allocation of effort. During the search process, the department head or supervisor will discuss with each candidate his or her prospective role in the academic unit as defined by the role statement.~~

~~The role statement shall be reviewed, signed and dated annually by the faculty member and department head or supervisor and academic dean, or, where appropriate, the vice president for extension, chancellor/vice president of statewide campuses, or regional campus/statewide campus/associate vice president dean and revised as needed. Any subsequent revision may be initiated by either the faculty member or the department head or supervisor. Any revision of the role statement, including the campus or center location, should be mutually agreed to by the faculty member and department head or supervisor and approved by the academic dean or vice president for extension, and, where applicable, the chancellor/vice president of statewide campuses or regional campus/statewide campus/associate vice president dean. If agreement cannot be reached, individual department, college, and/or University appeal or hearing procedures should be used to resolve disagreements before transmitting revised role statements to promotion advisory committee and tenure committees. At the time of the appointment a copy of the role statement, and any later revisions, will be provided to the faculty member, the department head or supervisor, the academic dean or vice president for extension and the provost, and, where applicable, the chancellor/vice president of statewide campuses or regional campus/statewide campus/associate vice president dean, and the members of the tenure and/or promotion advisory committee.~~

~~Some academic units, such as Extension and the Regional and Eastern campuses, may find it useful to employ an annual work plan or "role assignment". The faculty member's role assignment provides for the detailed implementation of the professional domains of the faculty member described in the role statement. During the annual review, the role assignment may be adjusted within the parameters of the role statement. Major changes in the role assignment may prompt review and revision of the role statement.~~

2.9 406.7 PROCEDURES SPECIFIC TO THE TENURE PROCESS

6-1 2.9.1 Advisory Committees Tenure Advisory Committee (TAC)

Tenure advisory committee (TAC):

For each new tenure-eligible faculty member who is appointed, the faculty member's department head or supervisor shall/will, in consultation with the faculty member and with the approval of

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the ~~academic~~ dean or ~~the~~ vice president for extension, ~~and, where appropriate, the chancellor/vice president of statewide campuses or regional campus/statewide campus associate vice president dean,~~ appoint a tenure advisory committee. A tenure advisory committee must be appointed during the faculty member's first semester of service. The committee ~~shall~~ will consist of at least five (5) members, one (1) of whom must be from outside the academic unit. The department head or supervisor will designate the chair of the committee. The dean of the college will appoint a tenure advisory committee for department heads appointed without tenure in academic departments. The provost will appoint a tenure advisory committee for deans ~~or;~~ vice presidents- ~~or chancellor/vice president of statewide campuses (where applicable)-~~ appointed without tenure.

The tenure advisory committee members ~~shall~~ will be tenured and hold rank higher than that held by the faculty member under consideration unless that faculty member is an untenured full professor, librarian, extension professor, or professional career and technical education professor. If there are fewer than five (5) faculty members in the academic unit with higher rank than the

candidate, then the department head or supervisor ~~shall~~ will, in consultation with the ~~academic~~ dean or ~~the~~ vice president for extension, ~~and, where appropriate, the chancellor/vice president of statewide campuses or regional campus/statewide campus associate vice president dean,~~ complete the membership of the committee with faculty of related academic units. The department head or supervisor of the candidate ~~shall~~ will not serve on the tenure advisory committees, and no committee member may be a department head or supervisor of any other member of the committee. A department head or supervisor may only be appointed to the TAC with the approval of the faculty member under consideration. The department head or supervisor for each committee ~~shall~~ will fill vacancies on the committee. In consultation with the faculty member, ~~the academic~~ dean or ~~the~~ vice president for extension, ~~and, where appropriate, the chancellor/vice president of statewide campuses or regional campus/statewide campus vice president dean,~~ the department head or supervisor may replace members of the tenure advisory committee. The candidate may request replacement of committee members subject to the approval of the department head or supervisor, and the ~~academic~~ dean or ~~the~~ vice president for extension, ~~and, where appropriate, the chancellor/vice president of statewide campuses or regional campus/statewide campus associate vice president dean.~~

The role and responsibility of the TAC is to provide an annual evaluation of a faculty member's progress toward tenure and promotion. The TAC is responsible for providing feedback to the faculty member with regard to progress toward tenure and promotion, and ~~shall~~ will recommend (a) to renew the appointment or (b) not to renew the appointment (~~Policy 407.2.1.(5),~~ ~~Dismissal~~). In the final year of the pre-tenure probationary period, the committee ~~shall~~ will recommend (a) awarding promotion and tenure or (b) denying promotion and tenure (~~Policy 407.2.1.(5),~~ ~~Dismissal~~). At any time during the pre-tenure probationary period, the committee can be asked to render judgment on an administrative proposal to grant promotion and tenure in accordance with ~~PolicySection 405.7.3.(1),~~ ~~Administrative Nominations for Tenure of the USU Policy Manual~~. Under those circumstances, the TAC ~~shall~~ will recommend (a) to award promotion and tenure or (b) to continue the pre-tenure probationary period. ~~(1) Promotion advisory committee (PAC)(Formation).~~

~~A promotion advisory committee must be formed no later than the third year from the time the faculty member was awarded tenure. At any time prior to this deadline, the faculty member may request that a promotion advisory committee be formed for him or herself. The request will be in writing and made to the department head. The promotion advisory committee will be formed by~~

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~~the department head in mutual agreement with the faculty member and in consultation with the academic dean, or vice president for extension, and, where appropriate, the chancellor/vice president of statewide campuses or regional campus/statewide campus associate vice president dean, within 30 days of receipt of the written request.~~

~~The promotion advisory committee shall be composed of at least five faculty members who have tenure and hold the rank of professor. The department head or supervisor will appoint a committee chair other than him or herself and at least one member of the promotion advisory committee will be chosen from outside the academic unit. Department heads and supervisors of the candidate may not serve on promotion advisory committees, and no committee member may be a department head or supervisor of any other member of the committee. The appointing authority for the committee will fill vacancies on the committee as they occur in mutual agreement with the faculty member. The dean, the department head or supervisor may replace members of the promotion advisory committee when necessary, in mutual agreement with the faculty member. The candidate may request removal of committee members subject to the approval of the department head or supervisor and the academic dean or vice president for extension, and, where appropriate, the chancellor/vice president of statewide campuses or regional campus/statewide campus associate vice president dean.~~

~~When a department head or supervisor is being considered for promotion, the appropriate dean, or vice president for extension shall appoint the promotion advisory committee; when a dean, vice president, or chancellor/vice president of statewide campuses is being considered for promotion, the provost shall appoint the promotion advisory committee.~~

~~—Candidate's File~~

~~The candidate is responsible for keeping his or her professional file current and complete. This file is the primary source of information for the tenure advisory committee or promotion advisory committee. The file should include thorough documentation related to the responsibilities outlined in the role statement.~~

~~Other materials that provide information or data of consequence to the formal review of the candidate should be added to the candidate's file as supplementary material before the tenure advisory committee's annual meeting. The candidate is entitled to review this supplementary material upon request, with the exception of peer review letters. If a candidate wishes to comment on any item in this supplementary material, the candidate's written comment must be added prior to the annual meeting of the tenure advisory committee. The same will hold true for files of faculty submitted for promotion.~~

6.2 University Records: Access

A faculty member has the right to examine, upon request, university records maintained or retrievable under his or her name or identifying number. University records maintained or retrievable under a faculty member's name or identifying number shall be open to inspection only by the president and administrative officers or persons to whom the president delegates in writing the power to inspect such records. Other persons shall not be permitted to examine such records except as required by law.

6.3 Ombudspersons

All academic units will appoint ombudspersons to serve in the promotion, tenure, and post-tenure review processes. Ombudspersons will be tenured faculty members (as defined in section 401.2.1) and elected or appointed in their respective academic units. The provost's office will develop and implement a plan for the ombudsperson program that defines the election or appointment process, the terms of office, the training, and the implementation of the ombudsperson program.

An ombudsperson must be present in person or by electronic conferencing at all meetings of a promotion advisory committee or a tenure advisory committee. Ombudspersons must receive adequate advance notice of a committee meeting from the chairperson.

For post-tenure review meetings and for meetings held between either the department head or supervisor and the tenure, promotion, or review candidate to review the committee's evaluation and recommendation, the candidate or department head or supervisor may request the presence of an ombudsperson.

The ombudsperson is responsible for ensuring that the rights of the candidate and the university are protected and that due process is followed according to section 400 of the USU Policy Manual. Ombudspersons shall not judge or assess the candidate, and therefore is not a member of the promotion, tenure, or review committee, or a supervisor of the candidate.

Ombudspersons who observe a violation of due process during a committee meeting should immediately intervene to identify the violation. Committee reports shall be submitted to the department head or supervisor only if they include the ombudsperson's signed statement that due process has been followed. If the ombudsperson cannot sign such a statement, then the ombudsperson shall report irregularities to the department head or supervisor and the appropriate dean or other administrator. After conferring with the ombudsperson, the department head or supervisor, dean or other administrator will determine what, if any, actions should be taken.

405.7 PROCEDURES SPECIFIC TO THE TENURE PROCESS

7.22.9.2 Annual Events

(+) ~~2.9.2.17.2.1~~ Meetings of the tenure advisory committee.

An initial meeting of the committee ~~shall will~~ be held to acquaint the candidate with the members, to discuss the professional plans of the candidate, to review the role statement, and to initiate an annual review of the candidate's progress. An ombudsperson must be present in person or by electronic conferencing at all meetings of the tenure advisory committee in accordance with ~~p~~Policy 405.6.5, Ombudspersons. All tenure advisory committee members ~~shall will~~ participate interactively in all committee meetings, either physically or by electronic conferencing, at the appointed date and time.

(2) ~~2.9.2.2 7.2.2~~ Evaluation and recommendation by the tenure advisory committee.

After the initial meeting, the tenure advisory committee ~~shall will~~ meet with the candidate at least

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annually and review the candidate's file to evaluate progress toward tenure. An ombudsperson must be present in person or by electronic conferencing at all meetings of the tenure advisory committee in accordance with Policy

405.6.5. Ombudspersons. The committee will submit, each year, a written report to the department head or supervisor. This report shall will be submitted by on or before December 1 for first year and second year appointees, by on or before October 26 for third year appointees, and by on or before December 1 during subsequent years for all pre-tenure probationary years except the year of the interim comprehensive review (Policy 2.9.3 Procedures for the interim comprehensive review).

Except in the year in which the tenure decision must be made, the report shall will include an evaluation of the candidate's progress toward tenure and identify areas for improvement in the candidate's performance as necessary. The report shall will also contain a recommendation regarding the renewal or nonrenewal of the appointment (Policies 405.6.2.(1), Tenure Advisory Committee (TAC) and Policy 407.67, Non-Renewal).

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Copies of all reports signed by the committee members and the ombudsperson shall will be provided to the candidate, the department head or supervisor, and the academic dean or the vice president for extension, and, where applicable, the chancellor vice president of statewide campuses or regional campus statewide campus associate vice president dean. A copy shall will be placed in the candidate's file.

(3) 2.9.2.3 7.2.3 Evaluation and recommendation by the department head or supervisor.

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The department head or supervisor shall will, after receiving the tenure advisory committee report, meet annually with the candidate to review fulfillment of the role statement and evaluate progress toward tenure. For meetings held between either the department head or supervisor and the candidate to review the committee's evaluation and recommendation, the candidate or department head or supervisor may request the presence of an ombudsperson in accordance with Policy 405.6.5. Ombudspersons. Subsequently, the department head or supervisor shall will submit in writing to the academic dean, or the vice president for extension, chancellor vice president of statewide campuses or regional campus statewide campus associate vice president dean, an evaluation of the candidate indicating where satisfactory progress is being made and where improvement is needed. The department head or supervisor may recommend the renewal or nonrenewal of the appointment of the faculty member. This report shall will be submitted by on or before December 18 for all pre-tenure probationary years except the year of the interim comprehensive review (Policy 2.9.3 Procedures for the interim comprehensive review), first-year and second-year appointees, by on or before November 10 for third-year appointees, and by on or before December 18 during subsequent years. Copies will be provided to the candidate and the tenure advisory committee. A copy shall will be placed in the candidate's file.

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2.9.3 Procedures for the interim comprehensive review

The interim comprehensive review is typically held during the candidate's third year. If the candidate has received an extension prior to the third year, the interim comprehensive review is held during the candidate's fourth year. In no case can the interim comprehensive review be held later than candidate's fourth year, even if a second extension is granted (Policy 2.4.3 Extension of Pre-tenure Probationary Period). All members of the tenure advisory committee and an ombudsperson must be present during the review meeting.

2.9.3.1 Evaluation and Recommendation by the tenure advisory committee

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The committee will submit a written report to the department head or supervisor. This report will be submitted on or before October 26 of the interim comprehensive review year. The report will include an evaluation of the candidate's progress toward tenure and identify areas for improvement in the candidate's performance as necessary. The report will also contain a recommendation regarding the renewal or nonrenewal of the appointment (Policies 405.6.2.1, Tenure Advisory Committee (TAC) and Policy 407.6, Non-Renewal). Copies of all reports signed by the committee members and the ombudsperson will be provided to the candidate, the department head or supervisor, and the dean or the vice president for extension. A copy will be placed in the candidate's file.

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2.9.3.2 Evaluation and recommendation by the department head or supervisor

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After receiving the tenure advisory committee report, the department head or supervisor will meet with the candidate to review fulfillment of the role statement and evaluate progress toward tenure. For meetings held between the department head or supervisor and the candidate to review the committee's evaluation and recommendation, either the candidate or department head or supervisor may request the presence of an ombudsperson in accordance with Policy 405.6.5, Ombudspersons. Subsequently, the department head or supervisor will submit in writing to the dean, or the vice president for extension, an evaluation of the candidate indicating where satisfactory progress is being made and where improvement is needed. The department head or supervisor may recommend the renewal or nonrenewal of the appointment of the faculty member. This report will be submitted on or before on or before November 10 of the interim comprehensive review year.

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2.9.3.3 Evaluation and recommendation by the dean or the vice president for extension

The dean or the vice president for extension will send their own recommendation, the department head's recommendation, and the tenure advisory committee's recommendation to the provost on or before November 20 of the interim comprehensive review year. Copies of letters from the dean or the vice president for extension will be sent to the tenure advisory committee and the candidate, department head or supervisor, and placed in the candidate's file at the time that the recommendation of the dean or the vice president for extension is transmitted to the next level of review.

2.9.3.4 Further evaluation

After reviewing the recommendations from the tenure advisory committee, the department head or supervisor, and the dean or vice president for extension, the provost may approve or reject any or all of the recommendations received. A decision of renewal or nonrenewal must be communicated to the candidate on or before December 10. Should a decision of nonrenewal be made, the faculty member's appointment will terminate at the end of the current academic year. No terminal year appointment will be given.

7.3 ~~2.9.43~~ 2.9.43 Additional Events During the Year in which a Tenure Decision is to be Made

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(+) ~~2.9.43.17.3.1~~ 2.9.43.17.3.1 External peer reviews.

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The purpose of external peer review is to provide an objective evaluation and an independent assessment of the quality and impact of the candidate's record. ~~Prior to~~On or before September 15, the department head or supervisor will make a solicitation of letters from at least four (4) peers of rank equivalent to or higher than that sought by the candidate. If fewer than four (4) letters arrive, additional letters will be solicited only to attain the minimum of four (4) letters.

The candidate will be asked to submit the names of potential reviewers and to state the nature of ~~his or her~~their acquaintance with each of them. The reviewers must be external to the university and must be respected in their field. External reviewers should be persons who are not invested in the career of the candidate, but rather, who have sufficient distance to serve as ~~an~~ objective external reviewers. These persons should be familiar with the candidate's field of study and in some cases may know the candidate, but must be able to make an unbiased appraisal of the candidate's file as determined by the Tenure Advisory Committee and Department Head. If a candidate believes that their discipline is not large enough to enable the creation of a list of potential peer reviewers who do not have close professional relationships with the candidate, the candidate must provide an explanation of why the proposed peer reviewer's participation is essential and why the candidate anticipates the peer reviewer will be able to provide an objective assessment. A candidate ~~must~~ may be asked to submit additional names if it is decided that that nature of the candidate's acquaintance with the potential reviewers might prevent the reviewer from making an objective evaluation. The number of names submitted by the candidate should be at least equal to the number of letters to be solicited. At least one-half of the reviewers must be selected from the candidate's list. The candidate may also submit names of potential reviewers that ~~he or she~~the candidate does not want contacted, although this list is not binding on the department head or supervisor.

The department head or supervisor and the tenure advisory committee ~~shall~~will mutually agree to the peer reviewers from whom letters will be solicited to ensure an objective appraisal of the candidate's file. A summary of the pertinent information in ~~his or her~~the candidate's- file initially prepared by the candidate and a cover letter initially drafted by the department head or supervisor with final drafts mutually agreed upon by the candidate, the tenure advisory committee, and the department head or supervisor ~~shall~~will be sent to each reviewer by the department head or supervisor. Each external reviewer should be asked to state, the nature of ~~his or her~~their acquaintance with the candidate and to evaluate the performance, record, accomplishments, recognition and standing of the candidate in the major area of emphasis of ~~his or her~~the role statement. If the candidate, department head, and tenure advisory committee all agree, external reviewers may be asked to evaluate the secondary area of emphasis in the role statement as well. Copies of these letters will become supplementary material to the candidate's file (see ~~Code~~Policy 405.6.3, Candidate's File).

Under exceptional circumstances, a waiver of the external review process may be granted by the president when such a process is operationally not feasible for a particular set of academic titles and ranks.

~~(2) 7.3.22.9.43.2~~ Evaluation and recommendation by the tenure advisory committee.

The tenure advisory committee ~~shall~~will review and evaluate the candidate for tenure, based on the information in ~~his or her~~the candidate's file including external peer reviews. The committee

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~~shall will~~ make a decision with respect to its tenure recommendation by a majority vote and the names of those for and against ~~shall will~~ be recorded. The committee ~~members will support this decision with a letter to inform~~ the department head or supervisor ~~of their decision in a letter and therein, and shall will~~ include ~~in that letter~~ a report of the committee vote by name along with appropriate summaries and interpretations of the documents ~~on which the decision was based, and may include both~~ Should there be majority and minority views, ~~if any, on which their decision was made~~ they may be documented in a single letter signed by the entire committee, or minority positions may be documented in separate letters. The letter is to be prepared by the chair of the tenure advisory committee, presenting the committee's decision, and is to be signed by the committee, and sent to the department head or supervisor ~~prior to on or before~~ December 1, ~~except that for third-year appointees the date is on or before October 26.~~ ~~Minority positions, if any, may be documented in separate letters.~~ A copy of the tenure advisory committee's letter(s) ~~shall will~~ be sent to the candidate at the same time that it is sent to the next level of review and placed in ~~his or her~~ the candidate's file.

(3) 7.3.32.9.34.3 Evaluation and recommendation by the department head or supervisor.

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After reviewing the candidate's dossier and the recommendation of the tenure advisory committee, the department head or supervisor ~~shall will~~ prepare a separate recommendation. For meetings held between either the department head or supervisor and the candidate to review the committee's evaluation and recommendation, the candidate or department head or supervisor may request the presence of an ombudsperson in accordance with ~~p~~ Policy 405.6.5. Ombudspersons. The recommendations of the department head or supervisor and the tenure advisory committee ~~shall will~~ be transmitted to the ~~academic~~ dean or ~~the~~ vice president for extension, ~~and, where applicable, the chancellor vice president of statewide campuses or regional campus statewide campus associate vice president dean by on or before~~ December 15, ~~except that for third-year appointees the date is on or before November 10.~~ A copy of the department head or supervisor's letter ~~shall will~~ be provided to the tenure advisory committee, sent to the candidate, and placed in ~~his or her~~ the candidate's file at the time that ~~his or her~~ the department head or supervisor's recommendation is transmitted to the next level of review.

7.3.42.9.43.4 Evaluation and recommendation by the ~~academic~~ dean or ~~the~~ vice president for extension, ~~and, where applicable, the chancellor vice president of statewide campuses or regional campus statewide campus associate vice president dean.~~

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The ~~academic~~ dean or ~~the~~ vice president for extension will send ~~his or her~~ their own recommendation, the department head's recommendation, and the tenure advisory committee's recommendation to the provost on or before January 11, ~~except that for third-year appointees the date is on or before November 20.~~ ~~The regional campus statewide campus associate vice president dean will also submit a recommendation for each regional campus statewide campus candidate, and likewise, the chancellor vice president of statewide campuses of USU Eastern will submit a recommendation for each USU Eastern candidate. These recommendations may be submitted jointly with the academic dean's recommendation.~~ Copies of letters from the ~~academic~~ dean or ~~the~~ vice president for extension, ~~and, where applicable, the chancellor vice president of statewide campuses or regional campus statewide campus associate vice president dean will shall~~ be sent to the tenure advisory committee and the candidate, department head or supervisor, and placed in ~~his or her~~ the candidate's file at the time that ~~the dean's or the vice president for extension's~~ these recommendations ~~are is~~ transmitted to the next level of review.

Should the ~~academic dean, or the~~ vice president for extension, ~~chancellor vice president of statewide campuses, or regional campus statewide campus associate vice president dean~~ choose to convene an ad hoc advisory committee to review tenure and promotion recommendations under ~~his or her~~their purview, the members of this committee will shall have tenure and rank equal to or greater than that sought by the candidate. The department head or supervisor, of the candidate will shall not serve on this committee. The ~~academic dean, director, or the vice-~~ president for extension, ~~chancellor vice president of statewide campuses, or regional campus statewide campus associate vice president dean,~~ will shall chair the committee. Any such advisory committee formed will shall also utilize an ombudsperson (Policy 405.6.5, Ombudspersons), and the names of the members of the committee will shall be made known to the faculty of the academic unit.

(4) 7.3.52.9.34.5 Further evaluation and recommendation.

The provost will shall convene a committee including the vice president for research ~~and dean of the school of graduate studies~~, the vice president for extension, and others of ~~his or her~~the provost's choosing.

The president may attend and participate in meetings of the committee. All members must hold the rank of professor with tenure.

The provost will shall make the candidate's file available to all members of the committee ~~the candidate's file~~. After a thorough review and discussion of the ~~dossier file~~, the provost will report the collective recommendation of this committee to the president.

The president will shall review the committee's recommendations prior to making ~~his or her~~their own recommendations. The president will shall submit any recommendation to award tenure to the Board of Trustees prior to the April Board of Trustees meeting. The president will shall inform the candidate in writing upon approval of tenure by the Board of Trustees. The ~~academic dean or the~~ vice president for extension, department head or supervisor, tenure advisory committee, and, where appropriate, the ~~chancellor vice president of statewide campuses or regional campus statewide campus associate vice president dean,~~ will also be notified of the action.

The president will shall notify the provost, director (where applicable), ~~academic dean or the~~ vice president for extension, department head or supervisor, tenure advisory committee, and, where appropriate, the ~~chancellor vice president of statewide campuses or regional campus dean,~~ and the candidate in writing of the president's decision to deny tenure ~~no later than on or before~~ April 15. ~~For candidates in their third year, the deadline is on or before December 10th.~~

Once a decision has been reached, the provost will meet with the tenure advisory committee and with those administrators whose recommendations were not accepted. The provost will also, at the request of the candidate, meet collectively with the candidate, the chair of the tenure advisory committee, the department head or supervisor, ~~and the academic dean, or the~~ vice president for extension, ~~and, where appropriate, the chancellor or regional campus dean,~~ to discuss the candidacy and the decision.

7.4 2.9.54 Exceptional Procedure

(+) 7.4.12.9.54.1 Administrative nominations for tenure.

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The department head or supervisor, ~~academic dean, or the~~ vice president for extension, ~~and, where appropriate, the chancellor or regional campus dean,~~ provost or president may propose the granting of tenure. Such a proposal ~~will~~shall be referred to the tenure advisory committee for consideration, and all procedures of ~~Policy~~ Policies 405.6, Tenure, Promotion and Review: General Procedures and 405.7.2, Additional Events During the Year in which a Tenure Decision is to be Made ~~will~~shall be followed with the exception that the timetable therein may be waived.

~~(2) Transfers of tenured faculty.~~

~~A faculty member with tenure who transfers permanently from one academic unit to another forfeits tenure in the unit from which he or she has transferred. The academic unit to which the faculty member transfers determines the rank with which the faculty member will transfer and may require service for a pre-tenure probationary period appropriate to the faculty member's academic rank or may accept any or all of the years of satisfactory service completed toward tenure in the former academic unit, provided that in no case shall the pre-tenure probationary period exceed three years. Credit for service in the former academic unit to be accepted toward tenure in the new academic unit must be agreed upon in advance of the transfer by the faculty member, the department head or supervisor, academic dean or vice president for extension, and, where appropriate, the chancellor or regional campus dean, and the provost.~~

~~7.4.22.9.54.2 Expedited Review (PB working on. PB working on)~~

4056.82.10 PROCEDURES SPECIFIC TO THE PROMOTION PROCESS FOR FACULTY WITHOUT TENURE

8-1 2.10.1 ~~Faculty without Tenure~~ Instructors, affiliate librarians, extension instructors, and professional career and technical education instructors.

~~(1) Instructors, affiliate librarians, extension instructors, and professional career and technical education instructors.~~

Instructors, affiliate librarians, extension instructors, and professional career and technical instructors, ~~will~~shall be promoted to the ranks of assistant professor, assistant librarian, extension assistant professor, ~~and~~ professional career and technical education assistant professor, respectively, once the criteria in Policies 405.2.1, Criteria for Promotion from Instructor to Assistant Professor, 405.3.1, Criteria for Promotion from Affiliate Librarian to Assistant Librarian, 405.4.1, Criteria for Promotion from Extension Instructor to Extension Assistant Professor, or 405.5.1, Criteria for Promotion from Professional Career and Technical Education Instructor to Professional Career and Technical Education Assistant Professor have been met.

~~(2) 8.22.10.2 Assistant professors, assistant librarians, extension assistant professors, and professional career and technical education assistant professors.~~

~~Assistant professors, assistant librarians, extension assistant professors, and professional career and technical education assistant professors~~ ~~will~~shall be promoted to the ranks of

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associate professor, associate librarian, extension associate professor, and professional career and technical education associate professor, respectively, when tenure is granted.

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8.2 Faculty with Tenure Below the Rank of Professor (Meeting)

The promotion advisory committee will meet at any time during the academic year upon the request of the faculty member. It is strongly recommended that the meeting take place no later than Spring semester of the third year following tenure. The purpose of the first meeting of the promotion advisory committee will be to provide guidance to the faculty member with regard to his or her performance relative to the criteria and qualifications for promotion to professor.

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All promotion advisory committee members will participate in all committee meetings, either physically or by electronic conferencing. An ombudsperson must be present in person or by electronic conferencing. The faculty member may request additional meetings with the promotion advisory committee if desired. When the faculty member wishes to be considered for promotion to professor, the promotion advisory committee will meet upon request of the faculty member during the Spring semester of the academic year prior to the academic year when the candidate's dossier would go forward for promotion.

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Within 1430 days after any meeting with the faculty member to discuss promotion (but not the evaluative meeting in 405.8.3), the promotion advisory committee chair will write a report on the guidance given to the faculty member based on the committee's discussion. All members of the promotion advisory committee and the ombudsperson must read and sign the final draft of the report. If necessary, a minority opinion may be included. The report will then be sent to the candidate and his or her department head or supervisor, academic dean, the vice president for extension, or, where appropriate, the chancellor or regional campus dean.

A faculty member considering promotion to professor is strongly encouraged to also consult with his or her department head or supervisor and academic dean to obtain additional guidance from them about their readiness for promotion.

The department head or supervisor, academic dean or vice president for extension, and, where appropriate, the chancellor or regional campus dean, provost, or president may propose promotion. Such a proposal shall be referred to the promotion advisory committee for consideration, and all procedures of 405.8.3 will be followed.

Report of the department head or supervisor

If the faculty member has asked to be considered for promotion to professor in the subsequent year, the department head will provide in a separate report, an evaluation of the candidate's progress towards promotion to professor and identify any needed areas of improvement in the candidate's performance, as necessary. Copies of the department head's report will be provided to the faculty member, the promotion advisory committee, the academic dean or vice president of extension, and, where appropriate, the chancellor or regional campus dean, no later than 30 days following the meeting with the promotion advisory committee.

8.1 Procedures for Promotion

~~(1) External peer reviews.~~

~~Prior to September 15, the department head or supervisor will solicit letters from at least four peers of rank equivalent to or higher than that sought by the candidate. If fewer than four letters arrive, additional letters will be solicited only to attain the minimum of four letters. The reviewers must be external to the university and must be held with respect in academe. The candidate will be asked to submit the names of potential reviewers and to state the nature of his or her acquaintance with each of them. The number of names should be at least equal to the number of letters to be solicited. At least one-half of the reviewers must be selected from the candidate's list. The candidate may also submit names of potential reviewers that he or she does not want contacted, although this list is not binding on the department head or supervisor.~~

~~The department head or supervisor and the promotion advisory committee shall mutually agree to the peer reviewers from whom letters will be solicited. A summary of the pertinent information in his or her file initially prepared by the candidate and a cover letter initially drafted by the department head or supervisor with final drafts mutually agreed upon by the candidate, the promotion advisory committee, and the department head or supervisor shall be sent to each reviewer by the department head or supervisor. Each external reviewer should be asked to state the nature of his or her acquaintance with the candidate, and to evaluate the performance, record, accomplishments, recognition and standing of the candidate in the major area of emphasis of his or her role statement. If the candidate, department head, and promotion advisory committee all agree, external reviewers may be asked to evaluate the secondary area of emphasis in the role statement as well. Copies of these letters will become supplementary material to the candidate's file.~~

~~Under exceptional circumstances, a waiver of the external review process may be granted by the president when such a process is operationally not feasible for a particular set of academic titles and ranks.~~

~~(2) Evaluation and recommendation by the promotion advisory committee.~~

~~The promotion advisory committee shall review and evaluate the candidate for promotion, based on the information in his or her file including external peer reviews. An ombudsperson must be present in person or by electronic conferencing at all meetings of the promotion advisory committee in accordance with policy 405.6.5. The committee members shall make a decision with respect to its promotion recommendation by a majority vote and the names of those for and against shall be recorded. The committee will support this decision with a letter to the department head or supervisor, and shall include in that letter a report of the committee vote by name along with appropriate summaries and interpretations of the documents, and may include both majority and minority views, if any, on which their decision was made., and is to be signed by the committee, and sent to the department head or supervisor prior to December 1. advisory committee's letter(s) shall be sent to the candidate at the same time that it is sent to the next level of review and placed in his or her file.~~

~~(3) Evaluation and recommendation by the department head or supervisor.~~

~~After reviewing the candidate's dossier and the recommendation of the promotion advisory committee, the department head or supervisor shall prepare a separate recommendation. For~~

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~~meetings held between either the department head or supervisor and the candidate to review the committee's evaluation and recommendation, the candidate or department head or supervisor may request the presence of an ombudsperson in accordance with policy 405.6.5. The recommendations of the department head or supervisor and the promotion advisory committee shall be transmitted to the academic dean or vice president for extension, and, where applicable, the chancellor or regional campus dean by December 15. A copy of the department head or supervisor's letter shall be provided to the promotion advisory committee, sent to the candidate, and placed in his or her file at the time that his or her recommendation is transmitted to the next level of review.~~

~~(4) Evaluation and recommendation by the academic dean or vice president for extension, and, where applicable, the chancellor or regional campus dean.~~

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~~The academic dean or vice president for extension will send his or her own recommendation, the department head's or supervisor's recommendation, and the promotion advisory committee's recommendation to the provost on or before January 11. The regional campus dean will also submit a recommendation for each regional campus candidate, and likewise, the chancellor of USU Eastern will submit a recommendation for each USU Eastern candidate. These recommendations may be submitted jointly with the academic dean's recommendation. Copies of letters from the academic dean or vice president for extension, and, where applicable, the chancellor or regional campus dean shall be sent to the promotion advisory committee and the candidate, department head or supervisor, and placed in his or her file at the time that these recommendations are transmitted to the next level of review.~~

~~Should the academic dean, vice president for extension, chancellor, or regional campus dean choose to convene an ad hoc advisory committee to review promotion recommendations under his or her purview, the members of this committee shall have tenure and rank equal to or greater than that sought by the candidate. The department head or supervisor, of the candidate shall not serve on this committee. The academic dean, director, vice president for extension, chancellor, or regional campus dean, shall chair the committee. Any such advisory committee formed shall also utilize an ombudsperson, and the names of the members of the committee shall be made known to the faculty of the academic unit.~~

~~(5) Further evaluation and recommendation.~~

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~~The provost shall convene a committee including the vice president for research and dean of the school of graduate studies, the vice president for extension, and others of his or her choosing. The president may attend and participate in meetings of the committee. All members must hold the rank of professor with tenure. The provost shall make available to all members of the committee the candidate's file. After a thorough review and discussion of the dossier, the provost will report the collective recommendation of this committee to the president.~~

~~The president shall review the committee's recommendations prior to making his or her recommendations. The president shall submit any recommendation to promote to the Board of Trustees prior to the April Board of Trustees meeting. The president shall inform the candidate in writing upon approval of promotion by the Board of Trustees. The academic dean or vice president for extension, department head or supervisor, promotion advisory committee, and, where appropriate, the chancellor or regional campus dean, will also be notified of the action. The president shall notify the provost, academic dean or vice president for extension, department~~

head or supervisor, promotion advisory committee, and, where appropriate, the chancellor or regional campus dean, and the candidate in writing of the president's decision to deny tenure no later than April 15.

Once a decision has been reached, the provost will meet with the promotion advisory committee whose recommendations were not accepted in order to review the reasons for the decision. The provost will also, at the request of the candidate, meet collectively with the candidate, the department head or supervisor, academic dean vice president for extension, and, where appropriate, the chancellor or regional campus dean, to discuss the reasons for the decision.

405.9 TERM APPOINTMENTS: ELIGIBILITY

Only individuals holding ranks as defined in policy 401.4 are eligible for term appointments.

405.10 TERM APPOINTMENTS AND PROMOTION: CRITERIA

10.1 Criteria for Promotion to the Penultimate Ranks:

Clinical or Research Assistant Professor, Assistant Professor (Federal Cooperator), Assistant Professor (Federal Research), Lecturer, Professional Practice Instructor to Clinical or Research Associate Professor, Associate Professor (Federal Cooperator), Associate Professor (Federal Research), Senior Lecturer, and Professional Practice Associate Professor

Promotion to the penultimate ranks is awarded on the basis by which a faculty member performs his or her role statement. Each candidate must present evidence of effectiveness in all of the professional domains in which he or she performs and must present evidence of excellence in the major emphasis of his or her role statement.

For promotion to the penultimate ranks, faculty members must demonstrate their ability to fulfill the following criteria, appropriate to their appointment:

(1) Teaching

indicate as part of the annual review letter whether or not the faculty member is meeting the formal standard for post tenure review outlined above. If a department is concerned that a faculty member is not meeting the post tenure review standards, the department head or supervisor must indicate this concern with regards to post tenure performance initially by providing a formal written warning to the faculty member. To serve as the formal written warning, this letter must state: "The department is concerned that, if performance does not improve, the department is likely to request the formation of a Peer Review Committee (PRC) to conduct a review of post-tenure performance" as outlined below. If in the next annual review after issuing a formal written warning the department again determines that the faculty member is not meeting the post tenure review standard, the department head or supervisor must formally request in writing that a Peer Review Committee (PRC) be formed to provide an independent evaluation of whether the faculty member has met the post tenure review standard.

A tenured faculty member may optionally request the formation of a PRC to provide feedback on post tenure performance, but such a request may not be made more than once every five years nor earlier than five years after being promoted in rank or granted tenure. The PRC will meet and

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~~review materials related to the 5-year performance of the faculty member. The PRC role in this case is only to provide post-tenure performance feedback in writing to the faculty member requesting the review.~~

~~The PRC shall consist of at least three tenured faculty members who hold rank equal to or greater than the faculty member being reviewed, and shall be formed by mutual agreement of the department head or supervisor, and the faculty member being reviewed. The PRC must include at least one member from outside the academic unit of the faculty member being reviewed. If there are fewer than two faculty members in the academic unit with equal to or higher rank than the candidate, the committee members may be selected from faculty of related academic units. Department heads and supervisors of the faculty member being reviewed, and any other faculty members formally involved in the departmental annual review decision that triggered the review, shall not serve on the PRC without the faculty members consent, and no committee member may be a department head or supervisor of any other member of the PRC. An administrator may only be appointed to the PRC with the approval of the faculty member under consideration.~~

~~If mutual agreement about membership for the PRC cannot be reached within 2 weeks, the college faculty appeals committee (CFAC) will be asked to form the PRC. If a CFAC does not exist, individual department, college, and/or University appeal or hearing procedures should be used to resolve disagreements.~~

~~To carry out its review, the PRC shall be provided with a copy of the documentation used by the department to evaluate the five-year performance of the faculty member in question. The documentation provided to the PRC shall at a minimum contain: the department head or supervisor's negative annual evaluation letter of the faculty member (405.12.1) and the warning letter that led to the forming of the PRC; the previous five annual written evaluations; the faculty member's current role statement and curriculum vitae; other professional materials deemed necessary by the faculty member; and any professional development plan in place. The PRC may also receive a written statement from the department head or supervisor citing the reasons for determining that the faculty member is not meeting the post-tenure review standard, as well as a written statement from the faculty member under post-tenure review, outlining his or her response to the department head or supervisor's negative post-tenure evaluation. These materials should be provided to the PRC within 3 weeks of the appointment of the committee. Within 4 weeks after receiving these materials, the PRC shall meet to discuss their evaluation of the faculty member's post-tenure performance. At this meeting, the faculty member should be allowed to make oral presentations to the committee. For any meeting held between the faculty member, the department head or supervisor, and/or the PRC for the purposes of post-tenure performance review an ombudsperson may be requested by the faculty member, the department head or supervisor, and/or the PRC in accordance with policy 405.6.5.~~

~~Upon completion of its review, the PRC shall submit its written findings outlining the PRC's decision and rationale for determining whether the faculty member in question is, or is not, discharging conscientiously and with professional competence the duties appropriately associated with his or her position, as specified in the role statement. This written report shall be provided to the faculty member in question, and to the department head or supervisor who shall forward a copy to the academic dean or vice president for extension, and, where appropriate, chancellor or regional campus dean. If the PRC determines that the faculty member is meeting the standard for post-tenure performance, a written summary of the reasons for their decision shall be provided to the faculty member, department head, and appropriate academic dean, vice-~~

president for extension, regional campus dean, or chancellor, and no further action shall be required. If the PRC agrees with the recommendation of the department that the faculty member in question is not meeting the standard for post-tenure performance, a professional development plan shall be initiated as outlined in policy 405.12.3.

If a PRC is formed at the request of a faculty member, and not because of a formal negative departmental evaluation, it shall be formed according to procedures outlined above.

12.1 — College Faculty Appeals Committee (CFAC)

The College Faculty Appeals Committee (CFAC) committee shall consist of five tenured faculty members, each representing different departments within the college or unit, where possible. Three members of the CFAC will constitute each appeals panel. Members of the CFAC serve three-year staggered terms. Members may run for subsequent terms. The five members of the CFAC select a chair (and a co-chair, if desired). To fill vacancies in the CFAC, the chair solicits nominations from across the college or unit and runs the election while striving to keep broad representation across departments.

When mutual agreement on the initial committee membership of the Peer Review Committee cannot be reached (405.12.2), a College Faculty Appeals Committee (CFAC) shall decide membership. Either the faculty member and/or the department head (or equivalent) can initiate an appeal by written request to the CFAC chair. Each side submits a one-page document outlining their concerns and suggestions regarding committee membership. Within three weeks of receiving the request for an appeal, a meeting shall be held, a decision made and delivered to both the faculty member and department head. At the meeting each side may present their rationale for their request. Neither the department head nor the faculty member is required to attend, but both shall have the opportunity to voice their request. A simple majority of the three CFAC appeals panel members decides the membership of the committee in question and the decision is binding.

Professional Development Plan

(3) — A determination by a Peer Review Committee (PRC) that a faculty member is not discharging conscientiously and with professional competence the duties appropriately associated with his or her position, as specified in their role statement, shall lead to the negotiation of a professional development plan to help the tenured faculty member more fully meet role expectations. The plan shall respect academic freedom and professional self-direction, and shall permit subsequent alteration. The professional development plan shall be mutually agreed to and signed by the faculty member and the department head or supervisor, and approved by the academic dean or vice president for extension, and, where appropriate, the chancellor or regional campus dean. At the request of the faculty member, department head or supervisor, the professional development plan may be reviewed by the PRC, who shall conduct an in-depth evaluation, as described in policy 405.12.2, including an analysis of the of the goals or outcomes, or any other features of the professional development plan. Upon completion of its review, the PRC shall submit its written findings outlining the PRC's decision and rationale for determining whether the professional development plan is appropriate. This written report shall be provided to the faculty member in question, and to the department head or supervisor who shall forward a copy to the academic dean or vice president for extension, and, where appropriate, chancellor or

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regional campus dean.

(4) The professional development plan should include elements which: (i) identify the faculty member's specific strengths and weaknesses (if any), and relate these to the allocation of effort assigned in the role statement; (ii) define specific goals or outcomes needed to remedy the identified deficiencies; (iii) outline the activities that are necessary to achieve the needed outcomes; (iv) set appropriate time lines for implementing and monitoring the activities and achieving the outcomes; (v) indicate appropriate criteria for progress reviews and the evaluation of outcomes; and (vi) identify any institutional commitments in the plan.

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The faculty member shall meet with the department head or supervisor, at times indicated as appropriate in the professional development plan, to monitor progress toward accomplishment of the goals or outcomes included in the plan. The department head or supervisor shall, at the conclusion of the professional development plan, evaluate the fulfillment of the goals or outcomes described in the plan, in terms of the criteria established by the plan. The department head or supervisor shall meet with the faculty member to review this analysis and subsequently, the department head or supervisor shall provide a written report of this review to the faculty member. A copy of this written report shall also be forwarded to the PRC members, the academic dean or vice president for extension and, where appropriate, the chancellor or regional campus dean. For meetings held between either the department head or supervisor and faculty member to discuss the report, the faculty member or department head or supervisor may request the presence of an ombudsperson in accordance with policy 405.6.5. At the request of the faculty member, department head, or supervisor, this report may be reviewed by the PRC, who shall conduct an in-depth evaluation as described in 405.12.2, including an analysis of the fulfillment of the goals or outcomes, or any other features included in the professional development plan. Upon completion of its review, the PRC shall submit a written report of its findings to the faculty member, to the chancellor or campus dean, and to the academic dean or vice president for extension.

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12.2 Academic Process

Evaluations, conducted pursuant to Policy 407, may reveal continuing and persistent problems with a faculty member's performance that call into question the faculty member's ability to function in his or her position. If such problems have not been rectified by efforts at improvement as prescribed in a professional development plan, the outcomes of which have been judged (405.12.3.(3)) by the review committee (405.12.2), then other nonpunitive measures, should be considered in lieu of a sanction as per policy 407.1.1. The standard for sanction (policy 407.2) remains that of adequate cause, namely conduct contrary to the standards set forth in policy 403. Successive negative reviews do not in any way diminish the obligations of the university to show such adequate cause pursuant to policy 407.4.

406.3 RESPONSIBILITIES

3.1 Responsible Office/Party

Identify who is responsible for what with regard to this policy. Roles and responsibilities are best defined by department and/or job title.

406.4 REFERENCES

-

- Bullet list references to Federal, State, municipal regulations, USHE/Board of Higher Education policies. [Arial 10]
- Continue list of references. [Arial 10]

406.5 RELATED USU POLICIES

- 405
- 407
- 408

Information below is not included as part of the contents of the official policy. It is provided only as a convenience for readers/users and may be changed at any time by persons authorized by the president.

RESOURCES]

(List resources to aid in compliance or indicate "None.") [Arial Narrow 10]

Contacts

- Faculty Senate website: <https://www.usu.edu/fsenate/index>
- Executive Secretary: [Michele Hillard](#)

POLICY HISTORY

Original issue date: [1997/07/01](#)

Last review date: [2022/09/01](#)

Next scheduled review date: [YYYY/MM/DD](#)

Previous revision dates: [2007/02/15](#), [2009/03/06](#), [2010/08/13](#), [2011/07/08](#), [2012/01/06](#), [2012/08/02](#), [2013/05/03](#), [2014/02/28](#), [2015/05/01](#), [2015/07/17](#), [2015/10/30](#), [2016/06/24](#), [2019/01/11](#)

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Committee: Executive Leadership Board

First Reading: 10/9/2023

Second Reading: 10/16/23

Final Action: Passed

Committee: Academic Senate

First Reading: 10/9/2023

Second Reading: 10/16/23

Final Action: Passed

Committee: Executive Council

First Reading: 10/10/23

Second Reading: 10/17/23

Final Action: Passed

Committee: Statewide Executive Council

First Reading: 10/12/23

Second Reading:

Final Action:

ELBR 2024-01

Amendment to the Utah State University Student Code of Conduct Regarding Alcohol Consumption

1. **WHEREAS**, the Utah State University Student Code of Conduct prohibits certain conduct by
2. Utah State University students, including the consumption of alcohol at university-sponsored
3. events and activities.

4. **WHEREAS** the University sponsors certain off-campus events that have alcohol, yet students,
5. including graduate students, are not allowed to consume alcohol at off-campus events.

6. **WHEREAS**, USUSA, acting through its Student Body President, recognizes the need for
7. revisions to the USU Student Code of Conduct Section V.3.B.1.

8. **WHEREAS** this amendment builds upon the progress made through the previously sponsored
9. ASR 2023-02 Alcohol Amendments to the Utah State University Student Code of Conduct.

10. **BE IT THEREFORE RESOLVED THAT** USUSA, acting through its Student Body President,
11. proposes the following revised language for Section V.3.B.1:
12. "Misconduct includes but is not limited to... Use, possession, or distribution of alcoholic
13. beverages (1) in an unlawful manner or (2) on campus or during a University program or activity,
14. unless otherwise permitted by the University."

15. **BE IT THEREFORE RESOLVED THAT** USUSA recommends the proposed amendment to

16. Section V.3.B.1, with the aim of aligning university policies with the evolving needs and
17. expectations of our student body, while maintaining the safety and integrity of our university
18. community.

Tags: Student Code of Conduct, Alcohol, Amendment

Sponsor: Abraham Rodriguez, Student Body President

Co-sponsor: Aly Cinq-Mars, Executive Vice President; Tyson Packer, Student Advocate Vice President; Carter Ottley, Public Relations Director

History:

ASR 2023-02, originally sponsored by Senator Abigail Mackay from the College of Natural Resources and co-sponsored by Senator Carter Ottley, Senator Sarah Pope, and Senator Gabriella Cale, was introduced to amend Section V.3.B.1 of the Utah State University Student Code of Conduct.

Purpose:

This resolution aims to amend Section V.3.B.1 of the Utah State University Student Code of Conduct to address restrictions on alcohol consumption at university-sponsored events. It seeks to provide clarity and update the policy to better align with the needs and expectations of students.

Pros:

The amendment provides clearer language regarding the use, possession, and distribution of alcoholic beverages.

The proposed changes allow for exceptions when alcohol consumption is otherwise permitted by the University, offering more flexibility.

The amendment recognizes the evolving needs and expectations of the student body regarding alcohol consumption at university-sponsored events.

Cons:

The flexibility in permitting alcohol consumption may raise concerns about potential misuse or abuse of this privilege.