

**Draft Language for  
Potential Amendments to Promotion and Tenure Processes  
pages 20 and 24 of the current Handbook, respectively  
Approved by Handbook Committee, 5-0**

**The Promotion Process on page 20 currently reads as follows:**

The Promotion and Tenure Committee shall meet and vote on the promotion request. The chair of the committee will write a report of the vote counts and list the reasons for and against the applicant's promotion request. The chair will add this report to the candidate's promotion dossier and return it to the Vice President for Academic Affairs no later than January 15. A faculty member whose request for promotion is being considered cannot be present during the committee's discussion and vote.

**I suggest the following (new additions in bold):**

The Promotion and Tenure Committee shall meet and vote on the promotion request **after a thorough and confidential review of all materials presented to the Committee, including a faculty member's dossier, a record of Division votes and their rationale, and the recommendation of the faculty member's Division Chair. Members of the Tenure and Promotion Committee may also conduct peer review of a faculty member's teaching and instruction as part of the process.** The chair of the committee will write a report of the vote counts and list the reasons for and against the applicant's promotion request. The chair will add this report to the candidate's promotion dossier and return it to the Vice President for Academic Affairs no later than January 15. A faculty member whose request for promotion is being considered cannot be present during the committee's discussion and vote.

**The Tenure Process on page 24 currently reads as follows:**

The Promotion and Tenure Committee shall meet and vote on the tenure application. The chair of the committee will write a report of the vote counts and list the reasons for and against the applicant's tenure request. The chair will add this report to the applicant's tenure dossier and return it to the Vice President for Academic Affairs no later than January 15. A faculty member whose application for tenure is being considered cannot be present during the committee's discussion and vote.

**I suggest the following (new additions in bold):**

The Promotion and Tenure Committee shall meet and vote on the tenure application **after a thorough and confidential review of all materials presented to the Committee, including a faculty member's dossier, a record of Division votes and their rationale, and the recommendation of the faculty member's Division Chair. Members of the Tenure and Promotion Committee may also conduct peer review of a faculty member's teaching and instruction as part of the process.** The chair of the committee will write a report of the vote counts and list the reasons for and against the applicant's tenure request. The chair will add this report to the applicant's tenure dossier and return it to the Vice President for Academic Affairs no later than January 15. A faculty member whose application for tenure is being considered cannot be present during the committee's discussion and vote.