

FUNCTION (from the Faculty Handbook):

To represent the Faculty on administrative appointments and reviews and on faculty appointments, promotions related to the tenure process, and tenure, and to make recommendations on these matters to the appropriate administrative officer. The Administration shall consult ATC to determine which administrative personnel decisions the committee judges to require faculty representation. Special meetings with the President, the Dean of the Faculty/Vice President for Academic Affairs, and the Associate Dean of the Faculty (faculty affairs) may be called at the request of any of these administrative officers or the committee. At least one meeting of the joint trustee-faculty committee is held during each academic year. Revisions to some parts of Part One (Faculty Rights and Responsibilities) of the Faculty Handbook are reviewed by ATC for its recommendations prior to a faculty vote.

MEMBERSHIP (from the Faculty Handbook):

Seven faculty members with tenure, at least one each from the different divisions and no two from the same department, chosen from the ranks of Professor and Associate Professor, none of whom is on CAFR, PC, or FAB, elected to serve three-year terms.

A member who has served a full three-year term is eligible for re-election after being out of office for two years; members who complete an unexpired term or serve an interim term in place of a regularly elected member on leave are immediately eligible for re-election provided the service does not exceed one calendar year.

Members of ATC may not participate in the tenure cases of candidates in their own departments/programs and a substitution will be made by the remainder of the committee. In exceptional cases of conflict of interest, ATC may substitute one or more members for a specific case. Former ATC, PC, and CAPT members may serve as substitutes during the two-year period following a full three-year term. Substitutes may serve concurrently on cases for ATC and PC but may not be current members of CAFR, or FAB.

MEETING TIME:

The standard meeting time is Tuesdays and Thursdays from 9:00 am to 12:00 pm.

MEMBERS, 2024-2025:

- 2027 Nurcan Atalan-Helicke
- 2025 John Brueggemann, Sociology
- 2026 Jenny Day, History
- 2026 Sarah DiPasquale, Dance, Chair
- 2026 Larry Jorgensen, Philosophy
- 2026 Mary Odekon, Physics
- 2025 Marketa Wolfe, Economics

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23. The ADOF will convey the decision of the Board of Trustees to the candidate and to the candidate's chair or program director on or before the Monday after Commencement.

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Procedures for third-year reappointment are stipulated in the Faculty Handbook, Part One, Section VIII. D. 1. a.

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1. ATC calls a meeting of new tenure-track faculty, their Department Chairs or Program Directors and the ADOF early in the spring semester to explain in detail the reappointment and tenure system at Skidmore.
2. ATC calls a meeting of newly reappointed faculty, next year's tenure candidates, their Department Chairs or Program Directors and the ADOF early in the spring semester to explain in detail the reappointment and tenure system at Skidmore.
3. ATC calls a meeting in March or April with the ADOF and the Department Chair or Program Directors (only) of newly reappointed faculty and next year's tenure candidates to discuss the tenure system at Skidmore in detail.
4. ATC reports to the faculty about matters of ongoing concern and as the need to consult or inform the faculty arises.
5. ATC reviews sections of the Faculty Handbook relating to ATC responsibilities when necessary.
6. The Chair of ATC meets at least once each year with the Academic Affairs Committee of the Board of Trustees and at the call of the Board.
7. ATC conducts an annual review of its Operating Code, Calendar, and the TAC Operating Code and distributes them to the faculty and administrative officers at the beginning of the academic year. ATC ensures that its membership, Operating Code, Calendar, and the TAC Operating Code are uploaded on its website.
8. ATC confers with the President, the DOF/VPAA, the ADOF and the Trustees on matters of common concern.
9. The Faculty Handbook Part One Section VI.A states: "Initial appointments to all ranks are

the hiring department/program must present the merits of the case to ATC prior to any F2 12 0.-6()-4