

PROMOTION LEGISLATION, March 1, 2002

INTRODUCTION:

The current

The Vice President for Academic Affairs and Dean of the Faculty initiates promotional consideration in the case of department Chairs. The department Chair or the Vice President for Academic Affairs and Dean of the Faculty shall indicate the consultation procedures employed within the department when recommending a promotion.

c. By March 15 the Vice President for Academic Affairs and Dean of the Faculty shall provide Department Chairs with a list of faculty in their departments who have been at the rank of Associate Professor for seven years or more. The Vice President for Academic Affairs and Dean of the Faculty shall provide CAPT with a list of all faculty who have been at the rank of Associate Professor for seven years or more
All departments shall review eligibility of associate professors at least every two years after they have served seven years in rank.

d. Candidates being considered for promotion shall be sent a written notice by the Chair of the CAPT that they are candidates for promotion.

RATIONALE: CAPT is concerned that some worthy candidates may be overlooked by their departments. Proposal 1 mandates cy

shall present the Chair's individual position as well as the department's. All these letters shall be forwarded to CAPT.

RATIONALE:

Some departments provide extensive documentation for a case and others do not; a department has more credibility if the case is fully documented. A Chair may be stimulated to deal more comprehensively and effectively with the range of positions in a department if she/he knows that all the supporting evidence will be forwarded to the next level; moreover, no summary can do justice to the nuances of any particular letter. We recognize that some departments wish to protect untenured or not-yet-promoted faculty, but such protection amounts to depriving those faculty of a public voice. We believe that citizenship in a community demands that, on occasion, we voice our opinions and be willing to stand behind them. CAPT proposes that faculty now mandated to participate in tenure decisions also be consulted for promotions.

3. CREDENTIALS

The Faculty Handbook offers criteria for promotion under the section "Guidelines for Advancement in Rank" (now FHB X.,2) but nowhere specifies the materials to be included in the promotion file

PROPOSAL:

- iv. *a cover sheet showing courses taught, sabbatical leaves, and any course releases over the previous six years.*
- v. *service credentials presented within the context of the broad statements about service in The Faculty Handbook (Article V, A). The candidate may wish to provide relevant documents and seek letters from committee Chairs or members who can speak about the quality and extent of service.*

RATIONALE:

At present, departments are not consistent in the number of course evaluations presented; this statement clarifies what CAPT would like to see. This proposal also makes clear that CAPT focuses primarily on work completed since the last promotion.

4. EXTERNAL REVIEWERS:

At present, *The Faculty Handbook* is silent about the inclusion of external reviewers in a promotion case. Some departments mandate them for promotion candidates; others do not. Even when such letters are not required by the department, candidates in recent years have been including them in their promotion files.

PROPOSAL:

5. RIGHT TO APPEAL:

At present, *The Faculty Handbook* does not specify recourse for a candidate who believes his or her rights may have been violated in a Promotion case.

PROPOSAL:

h. An individual denied recommendation for promotion may ask for a hearing before CAFR provided such hearing is based on an alleged violation of academic freedom and/or rights; or before the Diversity and Affirmative Action Committee, provided such hearing is based on an alleged discrimination in violation of the College's Affirmative Action Policies. Candidates shall have access to all written materials in their promotion files immediately after the President has made the Administration's recommendation known to them. These materials may not be photocopied.

RATIONALE:

This legislation brings promotion into line with *Faculty Handbook*