

**FACULTY MEETING  
APRIL 24, 2020**

**MOTION**

Motion to revise the function of the Promotions Committee (PC) following a recent policy change that couples tenure with promotion to Associate Professor and clarify FHB language around the Appointments and Tenure Committee (ATC) and PC membership, and align language for PC membership with the language employed for ATC membership

Rationale This will update language around the function of PC and clarify around who is eligible to serve as PC or ATC member

Current Language PC determine which administrative personnel decisions the committee judges to require representation. Special meetings with President, the Dean of the Faculty/Vice President, the Director of Academic Affairs, and the Associate Dean of the Faculty (faculty affairs) may be called by any of these administrative officers or the committee. At least one meeting of the faculty committee is held during each academic year. Revisions to some parts of the Faculty Handbook (Rights and Responsibilities) of the Faculty Handbook are reviewed by ATC for its recommendation prior to a faculty vote.

Membership: Seven faculty members with tenure, at least one each from the different departments, and no two from the same department, chosen from the ranks of Professor and Associate Professor, of whom one is on the Tenure Review Board, CAFR, PCAB, 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 an 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 from 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 from other departments.

PROMOTIONS COMMITTEE (PC)— Elected

Function: To represent the Faculty on promotion cases to Professor and promotion to Associate Professor [deletion reflects new motion approved by faculty in Dec. 6, 2019 faculty meeting]

Membership: Five faculty members with tenure, at least one of whom must come from each of the four divisions, none of whom is on the Tenure Review Board, CAFR, ATC, or FAB, elected to serve three-year terms. Members of PC may not participate in the promotion cases of candidates in their own departments and a substitution will be made by the remainder of the committee. In other exceptional cases of conflict of interest, PC may substitute one or more members for a specific case.

Proposed Changes to the Faculty Handbook:

Change: Part Two, II.2.c, p. 211 (additional language in blue):

term. Substitutes may serve concurrently on cases for PAdATC but may not be current members of the Tenure Review Board, CAFR, or FAB.