

CAPT Motion to Adopt Handbook Language Pertaining to Procedures for Tenure Track Lines in ID Programs

CAPT Rationale:

(Also see CEPP's rationale and proposal for tenure-track lines in ID programs.) CAPT offers the following amendments to the Faculty Handbook to **provide** procedures for appointment, review, **reappointment**, tenure, promotion, and mentoring of tenure-track faculty in ID programs. Since these procedures are only applicable to those programs that have or will have a tenure-track line, CAPT recommends the insertion of a new topic "B" in Article V. Appointments To The Faculty as the cleanest and most direct method of amending language. The new topic B. will establish procedural guidelines for ID programs in parallel to those already specified for departments, and CAPT anticipates that it will avoid further encumbering handbook language with numerous and ambiguous insertions at every step of the reappointment and tenure process. The intent is to refer to existing handbook language as much as possible while providing a mechanism to insure equity in review and a stable faculty body within a program to carry out review of and to provide support for tenure-track ID Program faculty.

The insertion of a new topic B in Article V. will have the effect of bumping the existing topics B. Pre-tenure-track Appointments through D. Appointments To Endowed Chairs back by one letter but in the same sequence as now.

For consistency and clarity CAPT also proposes minor amendments **to** language in Faculty Handbook articles dealing with Reappointment, Tenure, Promotion, and Appointment of Directors of Interdisciplinary Programs.

Handbook Changes:

V. APPOINTMENTS TO THE FACULTY

Insert new Topic B:

B. Tenure-track Appointments to ID Programs

In a case of demonstrated need a full-time tenure-track appointment may be made to an interdisciplinary program. Appointments shall be made according to methods described in V. Appointments To The Faculty, A. Tenure-track Appointments and C. Pre-tenure-track Appointments as applicable.

Upon the award of a tenure-track line to an interdisciplinary (ID) program and before initiating a search, a Program Personnel Committee (PPC) shall be formed to perform functions normally assumed by a department in all matters of reappointment, tenure, and promotion. An ID program with multiple lines shall have one PPC. The ID PPC will function separately from a Program Steering Committee although membership may

[overlap.](#)

The ID PPC will consist of the ID Program Director and 4-8 tenured and tenure-track faculty in at least the third year of consecutive full-time college service and at least the third year of participation in the ID Program. The Dean of Faculty appoints members to the PPC in consultation with the Director and the ID Program Steering Committee. In cases where a Committee member vacates his/her position on the Committee, a replacement is appointed in the same manner. Normally the ID Program Director will chair the PPC. If the Director is a candidate, however, the Dean in consultation with the PPC shall appoint a tenured faculty member from the committee to serve as Chair. [Once the committee is formed](#), PPC membership shall [remain](#) a fixed number of faculty through a candidate's tenure review. Appointments will be for [one term of three years or for two or more consecutive terms](#) with the [latter recommended if feasible](#). Appointments should ensure that membership is representative of the disciplinary diversity and [range in](#) academic rank of faculty actively teaching in the ID program. The majority of committee faculty should [be tenured, if possible, and should](#) have prior experience in reappointment and tenure review.

[Before initiating a search, the](#) ID PPC shall establish internal procedures to evaluate candidates for reappointment, tenure, and promotion [according to guidelines specified for](#) chairs and departments in Faculty Handbook: Part I, Articles VII Rights, VIII Reappointment, IX Tenure, and XI Promotion. In support and review of tenure-track faculty appointed to a program, the Director shall perform duties normally assumed by a department chair as specified in the Articles noted above and in Article XII. Leaves of Absence. Exception: If the Director is the tenure-track candidate, the Chair of the ID PPC shall perform the duties [referred to](#) above. (Also see Handbook: Part I, Article XVI. D. Obligations Pertaining to Program Directors and Article XV. D. Obligations Pertaining to Department Chairs.)

Since consideration for promotion to the rank of professor may take place years after a candidate is tenured, an ID PPC may need to be reconstituted. Before promotion consideration of a candidate appointed to an ID Program, the program in consultation with the Dean of the Faculty shall form an ID Program Personnel Committee (if there is not already a standing committee) according to the procedures specified above.

Other Faculty Handbook Amendments:

VIII. REAPPOINTMENT

A. Reappointment of Full-Time Tenure-Track and Library Faculty in Professional Ranks

[2. Third Year](#)

a.

Insert [as the third](#) paragraph:

For tenure-track faculty appointments in ID programs, supporting evidence sent to the Dean of Faculty must include a cover letter from the director (or ID PPC Chair) and letters from faculty on the ID Program Personnel Committee and (where appropriate) directors of other programs or chairs of departments. The program must also demonstrate need and the candidate's professional quality according to guidelines described for departments in paragraph two above.

IX. TENURE

E. Procedures For Granting tenure

3.

Insert new paragraph d. and label succeeding paragraphs accordingly:

d. The CAPT will secure information concerning a candidate in an ID program from all members of the ID Program Personnel Committee. The Program Director (or PPC Chair if the Director is the candidate) will represent the Program position with regard to tenure.

XI.PROMOTION

A. Professional Ranks

I. Procedures For Promotion

e.

Insert a second paragraph:

In the case of a promotion candidate appointed to an ID Program, the ID Program Director shall perform those functions normally assumed by a department chair, and faculty on the ID PPC shall be consulted and shall write letters. All these letters shall be forwarded to the CAPT.

XVI. APPOINTMENT, REVIEW, AND EVALUATION OF DIRECTORS OF INTERDISCIPLINARY PROGRAMS

A. Criteria for Appointment

1.

delete:

in a department

B. Procedures for Appointment

1.

insert before "...the appropriate department Chair.”:

(when applicable)

D. Obligations Pertaining To Program Directors

3. Personnel:

Insert a second paragraph:

In the case of tenure-track appointments to programs, the Director consults with the Dean of Faculty on the formation of a Program Personnel Committee, and the Director (in consultation with the ID PPC) performs those functions normally assumed by a Chair in recruitment, support, and evaluation of tenure-track faculty with regard to search procedures, appointment, reappointment, promotion, tenure, sabbatical and leave, salary recommendations, faculty development and mentoring, as well as annual letters of evaluation as described in Handbook: Part 1, Article V., B. and Article XV., D., 3. above.

E. Procedures for Evaluation

Change topic heading to:

E. Procedures for Evaluation of Directors Tenure-track or Tenured to a Department

1.

Change language to:

If the candidate is tenure-track or tenured to a department, the department Chair shall...

Insert after first sentence:

(For candidates tenure-track to a program, see Handbook Part I., Article V., Appointments to the Faculty, Topic B. Tenure-track Appointments to ID Programs.)

6.

delete:

~~Since no tenure-track lines exist except within departments,~~