To: Rodney D. Bennett  
   President

From: Steven R. Moser  
   Provost

Date: 1/2/20

Subject: Faculty Handbook Changes

Dr. Bennett,

With concurrence from General Counsel, I support the recommendations as presented from the University Faculty Handbook Committee.

Attached are the requested changes and modifications to the Faculty Handbook for academic year 2020.

REQUEST APPROVED:

Rodney D. Bennett, President

[Signature]

1/7/20

Date
The Faculty Senate proposes changes to Faculty Handbook Committee Concerning 5.7.1.5.1 (pages 31-32), Extension of Probationary Period on November 11, 2019.

First Vote Date: 11/11/19
First Vote Results: Passed

Majority Opinion: amended to include “one-year increments”
Minority Opinion: none

Length of Review and Potential Second Vote Date: One Month - 12/9/19

University Counsel Opinion: 
Employee Handbook Opinion: No conflicts 11/20/19
Faculty Senate Opinion: 
Council of Directors Opinion: No Issues
Deans Opinion: 
Vice President of Research Opinion: 
Provost Opinion: 

Second Vote Results Passed

Majority Opinion: 
Minority Opinion: 

Presidential Approval or Rejection with date: 

The Faculty Senate moves that the following section:

5.7.1.5.1. Extension of Probationary Period

Candidates may request an extension of the probationary period by one year in exceptional cases of personal circumstances beyond either the candidate’s or the University’s control. The application for an extension of the probationary period, including the reasons for the application, are confidential, although the approval of an extension may be made public.

Circumstances that warrant an extension of the probationary period include, but are not limited to, the following: becoming a parent (birth or adoption), significant responsibilities for the care of an immediate relative (spouse/domestic partner, parent, child), death in the immediate family (spouse/domestic partner, parent, child), serious medical conditions or disability, professional impediments, and prestigious external commitments.

Have its language changed to:
5.7.1.5.1. Extension of Probationary Period

Candidates may request an extension of the probationary period in one-year increments by one year in exceptional cases of personal circumstances beyond either the candidate's or the University's control. The application for an extension of the probationary period, including the reasons for the application, are confidential, although the approval of an extension may be made public.

Circumstances that warrant an extension of the probationary period include, but are not limited to, the following: becoming a parent (birth or adoption), significant responsibilities for the care of an immediate relative (spouse/domestic partner, parent, child), death in the immediate family (spouse/domestic partner, parent, child), serious medical conditions or disability, professional impediments, and prestigious external commitments.

Rationale:

This issue was brought to Faculty Senate and the overwhelming consensus of the senators was that the one year restriction was too strict for very exceptional cases.
The Faculty Senate proposes changes to Faculty Handbook Committee concerning 5.2 (page 27), Pre-Tenure Review on November 11, 2019.

First Vote Date: 11/11/19

First Vote Results: 7-1-0

Majority Opinion: Added Provost to text in amendment: added “school” to school director

Minority Opinion: language still needs process. SD and Dean should recommend to provost, who approves

Length of Review and Potential Second Vote Date: One Month - 12/9/19

University Counsel Opinion: 

Employee Handbook Opinion: No conflicts 11/20/19

Faculty Senate Opinion: 

Council of Directors Opinion: No Concerns

Deans Opinion: 

Vice President of Research Opinion: 

Provost Opinion: 

Second Vote Results Passed

Majority Opinion: 

Minority Opinion: 

Presidential Approval or Rejection with date: 

The Faculty Senate moves that the following section:

5.2. Pre-Tenure Review

Pre-Tenure Review is intended to evaluate the progress of tenure-track faculty towards the award of tenure and to determine areas for improvement of performance as necessary. Successful pre-tenure review is not a guarantee of tenure or of continued employment of any type or duration. Negative pretenure reviews constitute notice that progress toward tenure is unsatisfactory and may justify the issue of a terminal contract at the discretion of the President upon the recommendation of the Provost and the Vice President for Research. Candidates who do not prepare and submit a pre-tenure review dossier when it is required will receive a terminal contract.

Pre-tenure review is typically performed in the spring of a faculty member’s third year in a tenure-track position. Exceptions are discussed in 5.2.4 below.
5.2. Pre-Tenure Review

Pre-Tenure Review is intended to evaluate the progress of tenure-track faculty towards the award of tenure and to determine areas for improvement of performance as necessary. Successful pre-tenure review is not a guarantee of tenure or of continued employment of any type or duration. Negative pre-tenure reviews constitute notice that progress toward tenure is unsatisfactory and may justify the issue of a terminal contract at the discretion of the President upon the recommendation of the Provost and the Vice President for Research. Candidates who do not prepare and submit a pre-tenure review dossier when it is required will receive a terminal contract.

Pre-tenure review is typically performed in the spring of a faculty member’s third year in a tenure-track position. Exceptions are discussed in 5.2.4 below for candidates with prior accomplishment. Candidates may request an extension of the pre-tenure review by one year in exceptional cases of personal circumstances beyond either the candidate’s or the University’s control. The application for an extension of the pre-tenure review, including the reasons for the application, are confidential, although the approval of an extension may be made public. Candidates may be granted an extension by the approval of their school director, dean, and Provost.

Circumstances that warrant an extension of the pre-tenure review include, but are not limited to, the following: becoming a parent (birth or adoption), significant responsibilities for the care of an immediate relative (spouse/domestic partner, parent, child), death in the immediate family (spouse/domestic partner, parent, child), serious medical conditions or disability, professional impediments, and prestigious external commitments.

Rationale:

This issue was brought before the Faculty Senate and the overwhelming majority of members decided that the pre-tenure review process could be deferred by one year for extenuating circumstances, such as those outlined for the deferral of tenure.

Comments:

Provost involved with deferral? Approval or recommendation to provost?
Add dates for when these things must happen?
Reference provost’s website?
How does the approval process work? Director first? Director goes to dean or faculty to dean? Etc.?
Needs to state school director