

To: Elizabeth Skowron and members of the UO Senate
From: Ellen Herman, Vice Provost for Academic Affairs
Subject: proposed revisions to policy on expedited tenure
January 6, 2020

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This document includes proposed revisions to the expedited tenure policy and process. First is the policy itself, as passed by the Senate in January 2018, followed by the description of Expedited Tenure Review that is posted on the OtP website. All proposed revisions to these documents are indicated.

Summary of changes

There is only one substantial revision to the policy itself: to expand eligibility to include associate professors who have been in rank for a minimum of 3 years at other institutions. There is one procedural revision: removing the final step of returning the entire dossier to the hiring unit so that faculty can reconsider their initial decision to use the expedited tenure process. And there is one clarification: making even more explicit in the policy that this policy applies only to faculty members who have been through P&T at other institutions. This is already quite explicit in our description of the process on the OtP website.

Summary of experience to date and input on revisions

Since the passage of the expedited tenure policy in January 2018, a total of 10 tenure decisions have been made on the basis of the expedited process: 5 during academic year 2017-18, 2 during academic year 2018-19, and 3 in academic year 2019-20 so far. Of the 10 cases, 3 were the result of searches for deans and 1 was the result of the search for the Knight Campus Executive Director. The remaining 6 were senior faculty hires in CAS, SOJC, and KC. None of the cases considered to date have proved procedurally difficult for either the hiring/tenuring unit or the school or college involved and all of the decisions have been positive. Because the policy transfers responsibility for dossier compilation, typically done by units and colleges, to OtP, I think it is fair to say that the units and colleges involved have been satisfied with the process.

The proposed revisions presented here have been reviewed by Elizabeth Skowron (Senate President) and Elliot Berkman (Senate Vice-President), Carol Silverman (current FPC chair) and Marcin Bownik (a current FPC member who has chaired the Expedited Tenure Review Committee since Fall 2018), Ellen Herman (Vice Provost for Academic Affairs), and Janet Woodruff-Borden (Executive Vice Provost for Academic Affairs).

Expedited Tenure

Policy Number:

II.02.04

Reason for Policy:

The purpose of the expedited tenure policy is to provide the university with leverage when seeking to hire tenured faculty members whose credentials have been established through promotion and tenure processes at other research institutions that, like UO, rely on peer review through national and international research communities.

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Entities Affected by this Policy:

Faculty; those working within promotion and tenure processes

Responsible Office:

For questions about this policy, please contact the Office of the Provost ~~and Academic Affairs~~ at provost@uoregon.edu or 541-346-3186.

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Enactment & Revision History:

01/30/2018 Enacted by President Schill upon recommendation of the University Senate. (Senate action on 1/17/18 via motion US 17/18-01.)

Policy:

- The expedited tenure process is **not** appropriate for faculty members or academic administrators who are currently employed and/or under contract at the University of Oregon.
- If a unit faculty votes to hire a new, already tenured faculty member at the rank of full professor, or at the rank of associate professor who has been in that rank for a minimum of three years, and votes to recommend indefinite tenure to the candidate based on the candidate's application materials, and the Provost and the Dean of the relevant School or College agrees with the hiring and tenure recommendation of the unit, then the faculty and the Dean can forward the possible new faculty member's dossier to the University's Faculty Personnel Committee for an expedited promotion and tenure review; and

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- The expedited review shall be conducted by a subcommittee of the Faculty Personnel Committed (FPC) consisting of ~~three to~~ five members (with one member selected as chair by the subcommittee) and ~~which includes two~~ FPC members from the College of Arts and Sciences, and ~~at least one~~ FPC member from ~~one of~~ the other schools and colleges. The members of this committee, to be called the Expedited Tenure Review Committee (ETRC), will be elected annually by the FPC. The ETRC will be composed with attention to equity, diversity and inclusion. ETRC members shall recuse themselves from the consideration of tenure cases in their unit. Vacancies, including those that arise from recusals, will be filled by the FPC chair after consulting the FPC membership; and

Commented [ES3]: Attention to rank of these members for the purposes of ETRC'ing full professor candidates? EH: This is not necessary. All members of the FPC, including associated professors, are empowered to vote on all cases, including promotion to full.

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- The ETRC will be “on call” through the academic year and the summer term to review cases and make recommendations to the Provost. The ETRC will meet at least once each fall with the Provost to discuss process and standards and select a chair for the year; ~~this meeting can overlap with the inaugural meeting of the full FPC~~; and

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- Upon completion of ~~the ETRC~~ review, ~~the Office of the Provost~~ will report the ~~ETRC~~ recommendation to the hiring unit, and will ~~also~~ provide the compiled tenure dossier, which shall include all information upon which they have made their recommendation, to the hiring unit. ~~Relevant members of the unit, as specified by the unit governance documents, shall have five business days after receipt of the dossier to change their vote for indefinite tenure and to notify the ETRC about any such changes.~~ The ETRC shall ~~consider any changes to the unit tenure vote and~~ either recommend to the Provost that the possible new faculty member should receive indefinite tenure at the rank of ~~either~~ ~~associate or~~ full professor or require that the faculty member be reviewed by the full promotion and tenure process; and

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- The ETRC will determine what materials should be considered in their review, but such materials must include at a minimum the following: candidate’s cv; all relevant research materials; ~~teaching evaluations, as available (for positions with significant teaching responsibilities)~~; a quantitative assessment of the candidate’s work and impact if available, and at least five external evaluations, three of which may be letters from ~~the~~ application process and at least two of which must be ~~independent~~ evaluations (by letter or by a phone call) conducted by a member of the ETRC). The latter two evaluators must be selected by the committee from a list of possible evaluators prepared by the hiring department(s) and not including anyone listed among the candidate’s references. The ETRC will carefully document any non-written evaluations for inclusion in the tenure dossier. The ETRC may request other information as it sees fit through the dean of the relevant school or college. Failure of a dean to provide requested information ~~will~~ result in the ETRC requiring the candidate be reviewed by the full promotion and tenure process.

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- Materials collected for each review will be available to all members of the FPC and FPC members may provide comments to the ETRC until the ETRC concludes its deliberations and makes its decision on the case.
- The FPC shall be responsible for tracking when an individual is awarded tenure via the expedited process and will include in their annual report to the Senate the number of cases considered by the ETRC and the number of cases in which tenure was awarded via the expedited process.

Chapter/Volume:

- Volume II: Academics, Instruction and Research
- Chapter 2: Appointments, promotion and tenure

Related Resources:

NA

Original Source:
UO Policy (New)

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Expedited Tenure Review

On occasion, the university seeks to hire exceptional tenured faculty members whose credentials have been established through promotion and tenure processes at other research institutions that, like UO, rely on peer review through national and international research communities.

Expedited tenure makes it possible to streamline the UO's promotion and tenure process for tenured faculty at the rank of full professor, as well as tenured faculty at the rank of associate professor who have been in that rank for a minimum of three years. It provides the university with leverage when seeking to hire tenured faculty members. It is governed by the expedited tenure policy.

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Process

Following the decision to hire the faculty member, the hiring unit (or tenure home in the case of senior administrative hires) will review the hiring dossier of the candidate. In the case of a candidate at the full professor level, full professors in the unit will vote on whether or not the candidate should be granted tenure at the rank of full professor through the expedited tenure process. In cases of associate professors with at least 3 years in rank, associate and full professors in the unit will vote on whether or not the candidate should be granted tenure at the rank of associate professor through the expedited process. (Only candidates who have been at the rank of associate professor for a minimum of three years are eligible for consideration under the expedited tenure policy.) Should the faculty vote in favor of utilizing the expedited process, the faculty will report the vote to the dean of the school or college. If the dean agrees with the decision, the case will be forwarded to the Office of the Provost (OtP). This process will be accomplished within ten working days.

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In cases where the hiring unit and dean choose to pursue expedited tenure, the dean's office will provide the dossier to OtP for consideration by the Expedited Tenure Review Committee (ETRC). The ETRC is a subcommittee of the Faculty Personnel Committee (FPC) designated to review expedited tenure cases.

The dossier compiled by the dean's office and sent to the Office of the Provost should include:

1. Documentation of the vote by eligible faculty in favor of using the expedited process and documentation of the dean's support for using the expedited process.
2. The candidate's signed CV and a brief signed candidate's statement
3. A signed waiver letter indicating the candidate's chosen waiver status for the expedited tenure review
4. A sample of relevant research materials from the candidate, including at least one or two items from the recent past
5. A quantitative assessment of the candidate's work and impact, if available

6. A brief statement of expected duties. Please make special note of any conditions of employment that depart from the typical balance of teaching, research, and service responsibilities for tenured faculty members in the unit.
7. Teaching evaluations, as available (for positions with significant teaching responsibilities)
8. Three of the letters of recommendation provided by the candidate in the course of the search process
9. A list of at least four potential external reviewers; none should overlap with any of the candidate-provided letters of recommendation from the search process. External reviewers should be independently selected and meet the usual standards for external reviewers in the promotion and tenure process at UO (e.g., full professors in the candidate's field or subfield, at comparable universities, without close relations with the candidate)

The ETRC will:

1. Obtain a minimum of two external reviewers selected from the list supplied by the hiring unit and dean. These external reviewers shall be provided with the following materials: the candidate's signed CV and statement; a sample of relevant research materials from the candidate, including at least one or two items from the recent past; a quantitative assessment of the candidate's work and impact, if available
2. These reviewers should be solicited in writing via email with the template provided. The evaluation may be submitted via email, or conducted by phone, skype, or other direct means of communication by a member of the ETRC. If direct communication is utilized, the reference must be documented in writing or captured in audio/video format so that it can be included in the documentary record and be made available to the full Faculty Personnel Committee (FPC) and the provost.
3. Forward any questions that remain after steps 1 and 2 are completed to OtP so that they can be answered by the relevant department or dean.
4. Following the ETRC's vote and recommendation, OtP will send the full dossier and its completed case report to the hiring unit. ~~That unit will have five business days to notify the ETRC of any change in its vote or its decision to use the expedited tenure process.~~
5. ~~After five days (and in light of any change of vote from the unit), t~~ The ETRC will either recommend expedited tenure to the provost or recommend that the candidate be reviewed by the full promotion and tenure process.

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The provost makes the final decision regarding the awarding of tenure.

In cases where the faculty member is being appointed as the result of an administrative search (e.g., dean, vice provost) in which the references or letters of recommendation are likely to be quite different than in a typical senior hire, the ETRC will gather one additional independent review, for a total of three.

The FPC will include information about the number of all expedited tenure cases considered over the course of the year in its annual report to the UO Senate.

