



Item: AS: I-3

COMMITTEE ON ACADEMIC AND STUDENT AFFAIRS

Tuesday, April 20, 2021

SUBJECT: UPDATE ON TENURE PROCESS

PROPOSED COMMITTEE ACTION

No action is necessary. This item is only informational.

BACKGROUND INFORMATION

Procedures for the awarding of tenure is outlined in [FAU Regulation 5.006 Tenure Procedures](#) and [Article 15 of the FAU-BOT and UFF Collective Bargaining Agreement for 2018-2021](#). Likewise, the tenure upon appointment process follows these procedures. Furthermore, the University's Office of the Provost issues specific guidance including [the Principles for Creating Criteria for Promotion & Tenure; Criteria for the Appointment, Promotion, and Tenure of Faculty](#); [Annual Tenure and Promotion Guideline Memos](#); and various college-level guidelines and documents. The Board of Trustees Committee on Academic and Student Affairs (CASA) reviewed these documents at the February 16 meeting.

Trustee Brad Levine, CASA chair, will share proposed adjustments to enhance trustee engagement in the process and align with practices across the majority of the State University System of Florida. The attachments include information to add to the portfolio to facilitate trustee review of university recommendations on tenure, as well as a redlined and clean edited copy with new language for FAU Regulation 5.006 Tenure Procedures. The Committee will consider these proposed adjustments.

IMPLEMENTATION PLAN/DATE

Pursuant to [Florida Board of Governors Regulation 1.001](#), State University Boards of Trustees are authorized to promulgate University Regulations in accordance with the [Regulation Development Procedure for State University Boards of Trustees adopted by the Board of Governors](#). At a future date, the Board of Trustees may choose to initiate the appropriate process for revising a University Regulation, including requisite public notice periods.

FISCAL IMPLICATIONS

Tenure status guarantees annual reappointment for the academic year until voluntary resignation, retirement, removal for just cause or layoff, in accordance with state law, Board of Governors regulations and applicable collective bargaining agreements.

Supporting Documentation: SUS Tenure Portfolio Review, Redlined and Clean Regulation Drafts

Presented by: Trustee Brad Levine, BOT-CASA Chair

Phone: 561-297-3062

Tenure Information in Board of Trustees Portfolios

USF

- President's confirmation the process, regulations, and policies have been followed.
- List of Candidates name, rank upon hire, college, department, FTE (full-time/part-time)
- Table of # applied, deferred, withdrawn, denied, nominated- number by race within gender

UCF

- President's confirmation the process, regulations, and policies have been followed.
- List of Candidates name, current rank, college, department

UF

- Provost's confirmation to candidates meet requirements of tenure policies
- List of Candidates name, current rank, proposed rank, sex, ethnicity, college, department
- Table of # applied, extension, withdrawn, denied, nominated- number by race and gender within colleges
- Table of race and gender of applicants overall

FIU

- List of Candidates name, current rank, college, department
- Half page bio for each faculty member

Should this policy change be put into effect, we propose for Tenure:

FAU

- President's confirmation the process, regulations, and policies have been followed.
- List of Candidates name, current rank, college, department
- Half page bio for each faculty member
- Table of # applied, deferred, withdrawn, denied, nominated- number by race within gender

Tenure Upon Appointment Information in Board of Trustees Portfolios

USF

- President's confirmation the process, regulations, and policies have been followed.
- List of names, rank, college, department, previous institution, FTE
- Half-page bio of each candidate being considered- example below:

Liane Robertson, PhD

Dr. Robertson will join the faculty at the College of Arts & Sciences in August 2020 as an Associate Professor with the Department of English and the Director of the First Year Composition program. Dr. Robertson comes to us from William Paterson University, a public comprehensive, Hispanic-serving institution which she joined in 2011; she earned tenure and promotion there in 2016. She holds a Ph.D. in Rhetoric and Composition from Florida State University (2011), and an M.A. in the Teaching of Writing from Eastern Michigan University (2007). She has extensive administrative experience, including serving as the Director of University Core Curriculum (appointed, 2019-present), the Director of Writing Across the Curriculum (appointed, 2015-present), and the Assistant Director, Program in Writing and Rhetoric (since 2013) at William Paterson; she also served as Director, Florida State University Reading-Writing Center (2009-2011) and Assistant Director, Florida State University First-Year Composition Program (appointed 2009-10). She is a leading researcher in knowledge transfer in writing studies where she has focused particularly on its impact on student learning in first-year writing. She has published 15 co-authored peer-reviewed essays or book chapters and one award-winning co-authored monograph. Her scholarship on knowledge transfer has won numerous awards and grants; she is a two-time accepted researcher, and now Team Leader, for the prestigious Elon University Writing Beyond the University Research Seminar, 2019-2021. She is also a dedicated teacher and mentor, with fifteen years' experience in higher education. The faculty of the Department of Liane Robertson recommend tenure upon employment at the rank of Associate Professor. Dr. Eric Eisenberg, Dean, Arts & Sciences along with Provost Ralph Wilcox and President Steven C. Currall, concur with this recommendation for tenure upon appointment.

UCF

- Statement of Tenure Upon Appointment process
- Brief bio of each candidate- example follows:

Sherry Rankins-Robertson, Professor
College of Arts and Humanities, Department of Writing and Rhetoric

Dr. Sherry Rankins-Robertson received her Ph.D. in English from Arizona State University with a concentration in rhetoric, composition, and linguistics. She comes to UCF from the University of Arkansas at Little Rock, where she was a tenured associate professor of rhetoric and writing. At UCF, she will serve as chair of the Department of Writing and Rhetoric. While at the University of Arkansas, Dr. Rankins-Robertson held the position of associate vice chancellor of Academic Affairs in Student Success, Retention, and Online Education, and served as director of Composition, and Literacy Coordinator. Dr. Rankins-Robertson has published numerous peer-reviewed journal articles, book chapters, and books. She has presented at many regional and national conferences and invited presentations. Dr. Rankins-Robertson has extensive teaching experience at the undergraduate and graduate levels, having taught courses in technical writing, the personal essay, memoir, and composition theory. She has served on many dissertation and thesis committees as chair and committee member. Dr. Rankins-Robertson is the recipient of the Faculty Achievement Award for Excellence in Curricular Innovation and is an executive committee member of the Conference on College Composition and Communication, among many other service activities in the profession, college, and university. The Department of Writing and Rhetoric and College of Arts and Humanities support the recommendation for tenure with hire.

UF

- Provost's conformation to candidates meet requirements of tenure policies
- Brief bio of each candidate- example follows:

Dr. David A. Canton – College of Liberal Arts and Sciences

Associate Professor, Department of History and Director, African American Studies Program

Dr. David Canton earned his Ph.D. in History from Temple University, his M.A. in Black Studies from The Ohio State University and his B.A. in History from Morehouse College. His prior institution is Connecticut College. Dr. Canton specializes in 20th century African American history and has an accomplished and varied publication record. He has sole-authored a book, has six refereed publications, a chapter and numerous book reviews and encyclopedia entries.

FIU

- List of names
- Brief bio and CV of each candidate being considered- example not provided but similar to UCF

Should this policy change be put into effect, we propose for Tenure Upon Appointment:

FAU

- President's confirmation the process, regulations, and policies have been followed.
- List of names, rank, college, department, previous institution, FTE
- Brief bio and cv for each faculty member to be considered per *UCF example* below

Sherry Rankins-Robertson, Professor
College of Arts and Humanities, Department of Writing and Rhetoric

Dr. Sherry Rankins-Robertson received her Ph.D. in English from Arizona State University with a concentration in rhetoric, composition, and linguistics. She comes to UCF from the University of Arkansas at Little Rock, where she was a tenured associate professor of rhetoric and writing. At UCF, she will serve as chair of the Department of Writing and Rhetoric. While at the University of Arkansas, Dr. Rankins-Robertson held the position of associate vice chancellor of Academic Affairs in Student Success, Retention, and Online Education, and served as director of Composition, and Literacy Coordinator. Dr. Rankins-Robertson has published numerous peer-reviewed journal articles, book chapters, and books. She has presented at many regional and national conferences and invited presentations. Dr. Rankins-Robertson has extensive teaching experience at the undergraduate and graduate levels, having taught courses in technical writing, the personal essay, memoir, and composition theory. She has served on many dissertation and thesis committees as chair and committee member. Dr. Rankins-Robertson is the recipient of the Faculty Achievement Award for Excellence in Curricular Innovation and is an executive committee member of the Conference on College Composition and Communication, among many other service activities in the profession, college, and university. The Department of Writing and Rhetoric and College of Arts and Humanities support the recommendation for tenure with hire.

Florida Atlantic University

Regulation 5.006 Tenure Procedures

(1) The procedures which follow shall apply to the granting of tenure:

(A) Definition. Tenure status guarantees annual reappointment for the academic year until voluntary resignation, retirement, removal for just cause or layoff, in accordance with state law, Board of Governors regulations and applicable collective bargaining agreements.

(B) Criteria. The criteria for faculty tenure at Florida Atlantic University are achievement and highly competent performance in the areas of:

1. teaching;
2. scholarly research or creative activity; and
3. service to the University, the profession and the community.

(2) Tenure may be granted to an employee at the time of initial appointment, upon recommendation of the Provost and President and approval by the Board of Trustees. The Provost shall consider the recommendation of the department/school and the college prior to making his/her final recommendation, and the President shall consider the recommendation of the Provost prior to making his/her final recommendation. All applications for tenure upon appointment recommended by the President will be presented to the Board of Trustees for approval. A short bio of the candidate(s) and such other information as the Board may request will be provided to the Board along with the recommendations of the Provost and President. The Board's decision to approve or deny the grant of tenure will constitute final action of the University, and the candidate(s) will be notified of the final decision in writing by the President or Provost.

(3) An employee shall normally be considered for tenure during the sixth year of continuous service in a tenure-earning position including any prior credit granted at the time of initial appointment. An employee credited with tenure-earning service at the time of initial appointment may withdraw once all or a portion of such credit upon the written request of the employee, recommendation of the chair/director and dean, and approval of the appropriate administrator. The tenure clock may be stopped for medical or related reasons for up to two years upon the written request of the employee, recommendation of the chair/director and dean, and approval of the appropriate administrator. By the end of six years of service, an employee eligible for tenure shall either be awarded tenure by the President or given notice that further employment will not be offered.

(4) By the end of the Spring semester preceding a Fall submission date, the faculty member will meet with the chair/director or appropriate designee to discuss the tenure application and process. The chair/director needs to meet with the senior faculty in the discipline to develop a list of potential referees from outside the university. The candidate should have the opportunity to review the list for any conflicts of interest. Tenure consideration begins with the submission of a portfolio by the candidate to the department or school.

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(5) The department chairperson or school director shall submit the names of candidates for tenure to the tenured faculty of the department or school. The tenured faculty of the department/school shall be polled by secret ballot regarding recommendations about each candidate eligible for tenure. The department/school will issue a memorandum to the chair/director, reporting the numerical results of the poll of the faculty eligible to vote and, as best as can be discerned, the reasons for the vote, preserving the anonymity of the faculty members. A copy will be sent to the faculty member, who may attach a brief response within 5 days of receipt of the material. Faculty members may only abstain from voting when there is a conflict of interest.

(6) The chairperson/director shall write a letter of recommendation which shall include a detailed analysis and evaluation of the work of the faculty member and a clear statement of support or non-support. A copy will be sent to the candidate who may attach a brief response within 5 days of receipt of the material.

(7) Each college shall elect a committee of faculty members to serve in an advisory capacity to the dean of the college regarding recommendations for promotion and tenure. The college committee shall set out the procedures it will use to evaluate a candidate's attainment of the criteria for granting tenure.

(8) The dean shall convene the college Committee on Promotion and Tenure to make recommendations concerning those faculty members who have been nominated for tenure. The committee will be provided with the available pertinent materials for all such candidates. The committee will issue a memorandum reporting the numerical results of the poll of the College Promotion and Tenure Committee and, as best as can be discerned, the reasons for the vote, preserving the anonymity of the committee members. A copy will be sent to the faculty member, who may attach a brief response within 5 days of receipt of the material. Faculty members may only abstain from voting when there is a conflict of interest.

(9) The dean must give consideration to the Committee's recommendations but need not follow them. The dean shall write a letter of recommendation which shall include a discussion of the supporting evidence for the recommendation and a clear statement of support or non-support. The dean will forward the written recommendation along with appropriate background materials to the University Provost and Chief Academic Officer. A copy will be sent to the candidate who may attach a brief response within 5 days of receipt of the material.

(10) The Provost may submit the names and available pertinent material for candidates for tenure to the University Committee on Promotion and Tenure. This Committee shall be comprised of the Chairpersons of the College Committees on Promotion and Tenure. The University Committee shall review and make its recommendations regarding those candidates which it has considered. Committee members may only abstain from voting when there is a conflict of interest. The recommendations, which shall include the numerical results of the poll of the University Promotion and Tenure Committee and a brief synopsis of their discussion on each candidate, preserving the anonymity of the committee members, shall be communicated in writing to the Provost.

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(11) The Provost must give consideration to such recommendations in arriving at a decision to award tenure but need not follow the recommendation of the University Committee. The Provost shall meet with each candidate and may also seek recommendations from other faculty and supervisory sources and will then make a written recommendation to the President of the University and forward all appropriate materials for his/her review. The Provost will send each candidate a letter indicating his recommendation to the President.

(12) The President must give consideration to the Provost's recommendations in arriving at a decision to award tenure but need not follow them. ~~A decision by the President to deny tenure will be communicated to the applicant in writing by the President or Provost and will constitute final action of the University. The President's positive recommendations for the award of tenure will be forwarded as a slate of candidates to the Board for approval. A short bio of the candidate(s) and such other information as the Board may request will be provided to the Board along with the recommendations of the Provost and President. The President will certify to the Board that all the required tenure procedures have been followed. The Board's decision to approve or deny the grant of tenure will constitute final action of the University, and the candidate(s) will be notified of the final decision in writing by the President or Provost.~~

Specific Authority: Article IX of the Florida Constitution, Florida Board of Governors Resolution dated January 7, 2003, 1001.706 FS., 1001.74 FS.; Law Implemented 1001.74 FS.; History—New 4-20-81, Formerly 6C5-5.08, Amended 11-11-87, Formerly 6C5-5.008, Amended 3-19-08, - -21.

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