

PROMOTION AND TENURE

Professor Committee

Department	Professor Committee	Term Expiration
Counseling & Educational Psychology	Joan Looby	2010
Curriculum, Instruction & Special Education	Sandy Devlin	2010
Instructional Systems & Workforce Development	Anthony Olinzock	2010
Kinesiology	Ben Abadie	2010
Music Education	Lana Johns	2010
Leadership & Foundation	Vince McGrath	2010
Appointed by the Dean	Linda Morse	2010

Associate Professor Committee

Department	Associate Professor Committee	Term Expiration
Counseling & Educational Psychology	Joan Looby	2010
Curriculum, Instruction & Special Education	Sandy Devlin	2010
Instructional Systems & Workforce Development	Anthony Olinzock	2010
Kinesiology	Ben Abadie	2010
Music Education	Lana Johns	2010
Leadership & Foundation	Vince McGrath	2010
Appointed by the Dean	Linda Morse	2010

Purposes and Procedures

The College of Education Promotion and Tenure Committee shall (normally) consist of seven full-time, tenured faculty members with the rank of associate professor and above, with at least three years in rank. Six members (one from each department) are to be elected to staggered two-year terms by the majority vote of tenure track faculty members of his/her department, and one member is to be appointed annually by the Dean. Faculty cannot serve on both departmental and college Promotion and Tenure committees simultaneously. Members cannot serve consecutive terms.

The committee will serve as an advisory body to the Dean. In that capacity, the committee will annually review all criteria, policies, and procedures followed by the departments to insure that they are equitable and effective. The committee will also consider the need for modification of the policies and procedures and make recommendations for change to the Dean. Additionally, the committee will review all recommendations transmitted from departmental promotion and tenure committees and department heads. The Dean will make available to committee members all pertinent and available information. It will be the responsibility of all committee members to individually review all such information (to be housed in a special, confidential file in the Dean's office) before voting on any nomination for promotion and tenure. The committee will then meet and, by majority vote, make its recommendations, with reasons, to the Dean who will respond, in writing, to the chair of the committee indicating any future action to be taken, with accompanying reasons.

The first meeting of the academic year should be held in October. It is to be called by the committee chair from the previous year, if still a member. Otherwise, this responsibility will fall upon the member having the longest continuous service to the committee and (in case of a tie) to the college. At the last meeting, a new chair and secretary will be elected for the next year. The new members will be briefed at the October meeting on procedural matters, and any other necessary business will be conducted.

During the first two weeks in December, the promotion and tenure files are to be available to the committee members. The committee chair will call a meeting for mid-December at which time recommendations for promotion and tenure will be formulated based upon current university guidelines for promotion and tenure.

The committee chair will communicate, in writing, the specific recommendations of the committee to the Dean no later than the third week in December. These recommendations will include the committee's evaluation of each applicant's performance in each of the areas of teaching, research/creative achievement, and service as well as the reasons for each evaluation. All information presented to the committee, as well as all committee deliberations, will be held in strict confidence.

A request for modification of the promotion and tenure policy may be initiated by the Dean, the committee, and/or individual faculty members. Such requests will be considered by the committee. The committee recommendations will then be forwarded to the Dean and placed before the full faculty for final approval.