

**COMMITTEE****TOTAL COMMITTEE MEMBERS****COMMITTEE COMPOSITION*****Annual Evaluation Standards and Performance Development and Revision Procedures*****Committee**

Tenure granting units - Six (6) members, including four (4) tenured unit faculty elected by tenured faculty in the unit, the department chair or unit head, and one representative appointed by the dean. If a unit has less than four (4) tenured faculty in the unit, the entire department shall serve on the committee.

Non-tenure granting units - Four (4) unit faculty elected by the faculty in the unit, the unit head, and one member appointed by the appropriate vice president.

**Voting and Approval**

Tenure-granting units - New and revised AESPs must be approved by majority vote of tenured faculty in the unit, the unit head, and the dean. In units with fewer than four (4) faculty, all faculty in the unit shall vote.

Non-tenure granting units - AESPs must be approved by a majority of all faculty in the unit, the unit head, and dean.

In all cases, voting shall occur through secret ballot.

All new and revised AESPs shall be forwarded to Faculty Excellence for review and final approval.

COMMITTEE	TOTAL COMMITTEE MEMBERS	COMMITTEE COMPOSITION
<i>Promotion and Tenure</i>		
<b>Tenured and Tenure-earning</b>		
<b>Department Committee</b>	All tenured department or unit faculty at or above the rank being sought by candidates in the department or unit.	All tenured department or unit faculty at or above the rank being sought by candidates in the department or unit. In instances when a department or unit has fewer than three (3) full-time tenured faculty at the rank required, additional tenured faculty at the rank required may be added from other related disciplines within the college or university. <i>Excluded:</i> those serving on the college or university committee, retirees, and where a clear conflict of interest exists.
<b>College Committee</b>	Three (3) promotion and tenure committee members. If fewer than three (3) tenured, full professors are available to serve, supplemental faculty from other colleges will be added to the college promotion and tenure committee.	One (1) tenured faculty member at the rank of professor from each department or unit. <i>Excluded :</i> those serving on the department or university committee, retirees, and instances when a clear conflict of interest exists.
<b>University Committee</b>	One (1) representative from each college.	One (1) tenured faculty member at the rank of professor from each college. Excluded: those serving on the department or college committee, and retirees.

COMMITTEE	TOTAL COMMITTEE MEMBERS	COMMITTEE COMPOSITION
<i>Promotion and Tenure Continued</i>		
<b>Clinical, Research, and Assistant &amp; Associate Professors (non tenure-earning)</b>		
<b>Department Committee</b>	At least three (3) . In instances when this condition cannot be met, the committee composition shall be determined by the department chair/school director/unit head in consultation with the dean or vice president and with the approval of the provost or provost’s designee.	When possible, all full-time tenured and non-tenure-earning associate professors and professors within the department/unit shall make recommendations regarding promotion to associate professor. All full-time tenured and non-tenure-earning professors shall make recommendations regarding promotion to professor. <i>Excluded:</i> those serving on the college or university committee, retirees, and instances when a clear conflict of interest exists.
<b>College Committee</b>	One (1) full-time faculty member at the rank of professor from each department or unit shall be established within each college	One (1) full-time faculty member at the rank of professor, where available, from each department or unit. Two year term limit. <i>Excluded:</i> those serving on the department or university committee, retirees, and instances when a clear conflict of interest exists.
<i>Promotion and Tenure Continued</i>		
<b>Instructors and Lecturers</b>		

COMMITTEE	TOTAL COMMITTEE MEMBERS	COMMITTEE COMPOSITION
<p align="center"><b>Department Committee</b></p>	<p align="center">Minimum of (2) instructors or lecturers above the rank being sought by the candidate and three (3) tenured or tenure-earning faculty, or clinical faculty at the any rank.</p>	<p>At least two (2) instructors or lecturers above the rank being sought by the candidate and three (3) tenured or tenure-earning faculty, or clinical faculty at the rank of assistant professor, associate professor, or professor, elected by the regular faculty members in the college.</p> <p>Excluded: those serving on the I/L college committee, retirees, and instances when a clear conflict of interest exists.</p>
<p align="center"><b>College Committee</b></p>	<p align="center">Minimum of (3) instructors or lecturers above the rank being sought by the candidate and three (4) tenured or tenure-earning faculty, or clinical faculty at the any rank.</p>	<p>At least three (3) instructors or lecturers above the rank being sought by the candidate and four (4) tenured or tenure-earning faculty, or clinical faculty at the rank of assistant professor, associate professor, or professor, elected by the regular faculty members in the college. No more than two members may be from the same department.</p> <p><i>Excluded:</i> those serving on the I/L department university committee, retirees, and instances when a clear conflict of interest exists.</p>
<p align="center"><b>University Committee</b></p>		<p align="center">N/A</p>