Approved, 11/11/2015

University Committee on Faculty Tenure
Wednesday, October 28, 2015 3:30 p.m.
443 Administration Building

MINUTES


Absent:  H. Barry, T. Curry, A. Soltani, J. Strader, G. Walker

Call to Order

Chairperson M. Dease called the meeting to order at 3:32 p.m.

Approval of Agenda

Aerni-Flessner/Watts moved to approve the agenda as presented. Motion carried.

Approval of Minutes of October 14, 2015

Cheruvelil/Reifenberg moved to approve the minutes as amended. Motion carried.

Remarks

M. Dease informed the committee that formal written charges have been initiated to dismiss a tenured faculty member for cause. The next step in the process will be to conduct a random drawing of the names of all tenured members of the University Committee on Faculty Tenure (UCFT) to create an ordered roster. The ordered roster will be used to determine the order in which members will be selected for service on the Hearing Committee. The Hearing Committee will be made up of five tenured UCFT members. The ordered roster is drawn by the Presiding Officer (i.e., the UCFT Chairperson) in the presence of at least one other member of the UCFT; the parties and/or their counsel may, if they choose, attend this meeting. The UCFT will be updated as this case progresses through the process.

Annual Appointment, Reappointment, Tenure and Promotion Memorandum

M. Dease stated that each year the memorandum is sent by the Provost to Deans, Directors and Chairpersons. The UCFT and the University Committee on Faculty Affairs (UCFA) are requested to review the memo and provide input.

T. Tattoo remarked that it would be beneficial to send the memorandum earlier in the process, e.g., the spring semester of the previous academic year. This will allow the sentiment and principles behind the letter to be integrated into the process up front.
N. Watts commented that it would also be beneficial for the memorandum to be distributed to faculty who chair the reappointment, promotion and tenure committees in the colleges.

Tatto/Watts moved to recommend the memorandum be sent earlier in the process, e.g., spring semester of the previous academic year, and to distribute a copy of the memorandum to the chairs of the reappointment, promotion and tenure committees in the colleges. Motion carried.

**Individual Personnel Action** (no students were present)

K. Yermak presented a request for a one-year extension of the tenure system probationary appointment for an Assistant Professor in the College of Social Science.

Reifenberg/Aerni-Flesser moved to approve the request. Motion carried.

**Other**

T. Tatto recommended including the Implementation Practices policy on the agenda for the next meeting.

**Adjournment**

The meeting was adjourned at 4:02 p.m.