

Up to three years of appropriate service at other accredited four-year colleges and universities may be credited toward the six-year probationary period, as specified in chapter three, “Guidelines for the Calculation of Prior Service.”

A faculty member on a probationary appointment who wishes to request a leave of absence should consult with their department head or chair about the effect of the leave on the probationary period, taking into account the professional development that the leave promises. The request for leave should address this matter. The provost’s approval of the request specifies whether the leave is to be included in the probationary period.

Pre-tenure faculty members may request a term part-time appointment as described in chapter three, “Part-Time Tenure-Track and Tenured Appointments,” for reasons of balancing work and family or personal health issues. In such cases, the probationary period is extended proportionately. For example, two years of service at 50 percent count as one year of full-time service. The term appointment may be renewed. (A permanent part-time appointment may be requested and granted following award of tenure.)

In determining the mandatory tenure review year for those with partial appointments, general equivalency to full-time appointments is expected, so that approximately five years of full-time equivalent service is expected prior to the mandatory tenure review year if no tenure clock extensions are granted, six years if one year of extension is granted, and seven years if two extensions are granted. (In summing partial years of service, a total resulting in a fraction equal to or less than 0.5 is rounded down, and a fraction greater than 0.5 is rounded up.) However, review for tenure must occur no later than the tenth year of service, resulting in somewhat less full-time equivalent service (4.5 years) for a faculty member with 50 percent appointment throughout all nine probationary years prior to review. If a faculty member is denied tenure following a mandatory review, a one-year terminal appointment is offered.

Faculty members on part-time appointments may request a tenure clock extension in accordance with chapter three, “Probationary Period Extensions (Extending the Tenure Clock).” (Extensions are granted in one-year increments, not prorated by the part-time appointment percentage.) However, the extension is not approved if it results in a mandatory review date beyond the tenth year.

Pre-tenure reviews: Under usual circumstances, departmental promotion and tenure committees review the professional progress and performance of pre-tenure faculty members two times during the probationary period, usually in their second and fourth or third and fifth years. The timing of the reviews depends upon the nature of the faculty member’s discipline and must be clearly indicated in written department policies. The terms of offer identify the initial appointment period. Pre-tenure reviews may be delayed if there is an approved extension as described above. Changes or variations in the standard review cycle must be documented in writing.

Reviews are substantive and thorough. At minimum, departmental promotion and tenure committees must review the faculty member’s relevant annual activity reports, peer evaluations of teaching, ~~authored materials, or other artifacts of scholarship or creative activity.~~ It is strongly suggested that promotion and tenure committees and pre-tenure faculty use the promotion and

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tenure dossier format (available on the provost's website) to organize and present information for review.

The pre-tenure reviews should analyze the faculty member's progress toward promotion and/or tenure and offer guidance regarding future activities and plans. All reviews must be in writing, with the faculty member acknowledging receipt by signing and returning a copy for their departmental file. In addition, the promotion and tenure committee chair and the department head or chair meet with the faculty member to discuss the review and recommendations. Faculty members are also encouraged to seek guidance and mentoring from senior colleagues and the department head or chair. Pre-tenure faculty members bear responsibility for understanding and meeting departmental expectations for promotion and/or tenure.

The initial review for a part-time faculty member should occur no later than the third year of service (regardless of percent of employment) to give early feedback on their progress. At least two reviews should be conducted for part-time faculty members during their probationary period; more are recommended. The anticipated schedule for such reviews for reappointment and for the mandatory review for tenure should be documented in writing as part of the agreement for the part-time appointment. Changes should be agreed upon and documented by the faculty member and department.

In the fall semester prior to applying for tenure in a non-mandatory year, a candidate must inform the head or chair of their intention to apply, thereby giving the department time to conduct an additional review of the candidate's progress, if such a review is deemed necessary. The extent of this review is determined by each department or school.

Review of progress toward promotion to professor: At least one review of progress toward promotion to professor should be conducted three to five years after promotion and tenure is awarded (or after tenure is awarded at the current rank of associate professor). The review—required for faculty promoted and tenured during 2012–13 and thereafter—is to be substantive and thorough. At minimum, an appropriate departmental committee (e.g., promotion and tenure committee, personnel committee, annual review committee) must review the faculty member's relevant annual activity reports, peer evaluations of teaching, and authored materials since promotion. The faculty member may wish to complete a draft promotion dossier (using the format available on the provost's website) to organize and present information for review.

The review should be developmental and recommend future activities and plans that will position the faculty member for promotion to professor. All reviews must be in writing, with the faculty member acknowledging receipt by signing and returning a copy for their departmental file. In addition, the faculty member may request a meeting with the promotion and tenure committee chair and the department head or chair to discuss the review and recommendations. Faculty members are also encouraged to seek guidance and mentoring from senior colleagues and the department head or chair.

There is no specification for minimum or maximum time of service in the rank of associate professor with tenure. Consideration for promotion to professor may be requested of the department head or

chair by a faculty member at any time. However, in the fall semester prior to applying for promotion to professor, a candidate must inform the head or chair of their intention to apply, thereby giving the department time to conduct a review of the candidate's progress, if such a review is deemed necessary. The extent of this review is determined by each department or school.

3.4.2.1 Probationary Period Extensions (Extending the Tenure Clock)

Upon application, a one-year probationary period extension is automatically granted to either parent (or both, if both parents are tenure-track faculty members) in recognition of the demands of caring for a newborn child or a child under five newly placed for adoption or foster care. An extension may also be approved on a discretionary basis for other extenuating non-professional circumstances that have a significant impact on the faculty member's productivity, such as a serious personal illness or major illness of an immediate family member. In rare cases, extraordinary professional circumstances not of the faculty member's making may be acceptable justification for an extension, for example exceptional delays in procuring critical equipment, laboratory renovations, or other elements of the committed start-up package essential to establishing a viable research program.

Faculty members who utilize this policy are expected to fulfill their usual responsibilities during the probationary period extension unless they are also granted a period of modified duties or unless other arrangements are made (see chapter three, "Modified Duties").

Probationary period extensions are granted in one-year increments. A cumulative total of two years is usually the maximum probationary period extension for any combination of reasons. Requests should be made within a year of the qualifying event (such as the arrival of a child in the family) or extenuating circumstance (such as an illness). The provost may approve exceptions to these limitations.

Requests for a probationary period extension are submitted in writing to the department head or chair. (A form is available on the [provost's website](#).) Documentation of medical reasons (other than childbirth or adoption) is required prior to approval, and documentation of other extenuating circumstances may also be required. Approvals by the department head or chair, dean, and provost are required for probationary period extensions. The faculty member may appeal denial of the request to the next higher level in their organizational reporting structure.

Regardless of when a candidate granted a probationary term extension applies for tenure—prior to their original mandatory year, in their original mandatory year, or in their extension year—it is very important that all individuals and committees participating in tenure reviews understand that the candidate must be held to the same standard, not a higher or more stringent one, as candidates without such an extension.

A probationary extension usually extends the time frame for each subsequent review and reappointment during the probationary period. For example, an extension granted prior to the fourth year review and reappointment typically delays that review by one year.

3.4.3 Guidelines for the Calculation of Prior Service

At the time of the initial appointment, the department head or chair notifies the new faculty member of their standing regarding the tenure system, including when the appointment will be considered for renewal and the length of the probationary period until mandatory consideration for tenure must be given.

Credit for prior service toward the probationary period may be granted for appropriate service in another accredited four-year college or university but only if the faculty member requests such credit. In such a request, the faculty member presents all prior service undertaken after the completion of the terminal degree appropriate to the field. A maximum of three years may be credited toward probationary service at Virginia Tech. The request must be made in writing within one year of the initial appointment. The specification of credit for prior service toward the probationary period is subject to the approval of the provost on the recommendation of the department head or chair and the dean.

3.4.4 General Expectations for Promotion and/or Tenure

In accordance with their assignments and as outlined in the “Virginia Tech Guidelines for Promotion and Tenure Dossier” document available from the provost’s office, candidates for promotion and/or tenure will be evaluated in the following categories: teaching, scholarship, and service. While candidates are not expected to have equal levels of commitment or equal responsibilities in all of these areas, scholarship is expected of all tenure-track faculty to a degree and in a discipline appropriate for their assignment.

Teaching (*Includes advising/mentoring*): Teaching is a multifaceted activity that includes formal and informal advising/mentoring. In any assessment of a candidate for promotion and/or tenure, both the quality and the quantity of the individual’s achievements in teaching and advising/mentoring should be considered. Those evaluating candidates for promotion and/or tenure should give special consideration to teaching effectiveness: faculty must demonstrate the ability to evaluate scholarship applicable to their field and effectively teach their discipline to students.

Scholarship (*Includes research, creative activities, and extension activities*): Scholarship, broadly defined at Virginia Tech as the discovery, transmission, and/or application of knowledge, takes many forms, including but not limited to research, creative activity, and extension activity. While both the quality and quantity of a candidate’s achievements should be examined, quality should be the primary consideration. Quality should be defined largely in terms of the work’s importance in the progress or redefinition of a field or discipline, the establishment of relationships among disciplines, the improvement of practitioner performance, or the creativity of the thought and methods behind it. To be awarded tenure, in addition to demonstrating productivity as a scholar, a candidate must provide evidence that their scholarship has growing impact nationally or internationally and the potential for greater impact in the future. Promotion to the rank of professor requires evidence of ongoing or renewed productivity and the realization of a candidate’s potential for greater impact nationally or internationally, including a description of how their scholarship has influenced their field.

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Service (Includes engagement, university service, professional service, medical service, inclusion and diversity, and additional outreach and extension activities): In the spirit of Ut Prosim (That I may serve) and the land-grant mission, faculty are expected to use their knowledge, creativity, and expertise to improve the human condition and engage the communities of which they are a part. Candidates must demonstrate their contributions to the governance, development, and vitality of the university, their academic professions, and other relevant communities at the local, state, national, and/or international level. The quality and effectiveness of healthcare delivery and outreach and extension activities that are not considered scholarship should also be documented.

Evaluators must consider the unique features of every candidate's department, discipline, and assignment. Therefore, as part of their promotion and/or tenure guidelines (see Chapter 3, "Promotion and Tenure"), each department (or college, when college-wide guidelines are applied) is required to have an "Expectations and Indicators for Promotion and/or Tenure" section that accounts for disciplinary and programmatic differences unique to and within the department(s) and specifies what is required of their faculty members to fulfill the general expectations outlined above. Departments or colleges should carefully assess and state the overall standards of professional performance and contribution they consider minimally acceptable for the conferral of promotion and/or tenure. These expectations must be adhered to by evaluators at every stage of the promotion and/or tenure process. Colleges that adopt a college-wide set of promotion and/or tenure guidelines will ensure that the "Expectations and Indicators for Promotion and/or Tenure" section accounts for differences within and across departments and schools.

Since expectations can change, tenure candidates will be evaluated according to the expectations and indicators in effect at the time of their appointment. Candidates for promotion to professor will be evaluated according to the expectations and indicators in place at the time of their application for promotion.

Besides professional criteria, evaluation for promotion and/or tenure should include consideration of the candidate's integrity, professional conduct, and ethics. To the extent that such considerations are factors in reaching a negative recommendation, they must be documented as part of the formal review process and included in the candidate's notification.

Every faculty member should maintain a current curriculum vitae, with copies filed in the department and college (or equivalent academic units, as appropriate). The candidate prepares a dossier that includes an executive summary; the candidate's statement; documentation of performance in the areas of teaching, scholarship, service, and other activities relevant to the candidate's assignment; and a list of work under review or in progress. The dossier is completed by the inclusion of recommendation statements, both internal and external, which are added as the dossier is reviewed at the department and college levels. For faculty who present significant interdisciplinary or multidisciplinary teaching, research, outreach, or extension activities as part of their record, the dossier should include one evaluation letter from the director, coordinator, or leader of the interdisciplinary or multidisciplinary program.

The promotion and tenure guidelines and a standard dossier cover page are available on the provost's website. All candidate dossiers must be submitted to the University Promotion and Tenure

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The college committee may ask the department head or chair, the candidate, and/or a representative(s) of the department committee to appear before the college committee to present additional information or clarify recommendations.

The dean may participate in committee discussions and serve in an advisory capacity to the committee to ensure compliance with college and university procedures and fair and equitable treatment of candidates. However, subsequent to the discussions with the dean, the committee must discuss the merits of the candidates, frame its recommendations, and take the final vote without the dean or other college-level personnel in attendance and without influence by the dean.

Dean's Evaluation of Candidate: The dean reviews the cases of all candidates considered by the college committee. The purpose of the dean's review is to verify that the department and college committee recommendations for promotion and/or tenure are consistent with the evidence, reflect college-wide standards, and conform to the college's expectations of the candidate's future success.

The dean writes a separate recommendation letter for every case sent to the provost. If the dean's recommendation for promotion and/or tenure varies from the college committee's, reasons for that variance must be specified, including references to the "Expectations and Indicators" section of the relevant department's promotion and/or tenure guidelines. In instances of concurrence, the dean's letter may include additional points not raised in earlier evaluations. The dean will share their letter with the committee and add it to the dossier.

For every promotion and/or tenure case (whether mandatory tenure, non-mandatory-year tenure, and/or promotion), if either the college committee's or the dean's recommendation is positive, the dossier is sent to the provost. If the college committee's recommendation is negative and the dean concurs, the dean declares a final decision and no further review is carried out.

The dossiers that the dean sends to the provost must be accompanied by a statement describing the formation and procedures of the college committee and a summary of the number of candidates considered by the committee in each category (mandatory tenure, non-mandatory-year tenure, and promotion at each rank). The division of the college committee's vote must be added to the dossier, but otherwise remains confidential.

3.4.4.3 University Evaluation for Promotion and/or Tenure

While the details of the procedures followed by the University Promotion and Tenure Committee are maintained on the provost's website (see "Promotion and/or Tenure Procedures for University Committee Deliberations and Notifications"), those procedures are derived from the policies and standards presented below and must conform to the Faculty Handbook.

University Promotion and Tenure Committee Composition: The University Promotion and Tenure Committee is appointed and chaired by the provost. The committee is composed of the

academic deans, a tenured faculty representative from each of the colleges, a tenured faculty member-at-large, and the provost. The faculty subcommittee of the University Promotion and Tenure Committee includes the college faculty representatives plus the faculty member-at-large. The provost, who is a non-voting member, chairs both the full committee and faculty subcommittee. The vice provost for faculty affairs serves as resource and scribe for committee deliberations.

Significant elements of faculty choice must be part of the selection of the faculty subcommittee; therefore, each college faculty, through means deemed suitable by them, nominates two faculty members for each vacancy, from which the provost selects one. The Faculty Senate nominates two faculty members for the at-large appointment, from which the provost selects one. The selection of the faculty members should be based on demonstrated professional excellence. The faculty members of the committee hold rotating terms of three years. Regardless of the size of the committee, the faculty must always have a majority of the potential votes.

Guidelines for submission of candidates' dossiers are available on the provost's website.

University Promotion and Tenure Committee Evaluation of Candidate: The committee reviews the qualifications of each candidate recommended for promotion and/or tenure by the college committee or the dean.

The purposes of the review are to verify that the recommendations for promotion and/or tenure are consistent with the evidence, reflect university-wide standards, and conform to the university's expectations of the candidate's future success.

The faculty sub-committee initially discusses all the cases with the provost in attendance. Committee members provide a brief summary of the cases from their college to begin the committee discussion, though they are not expected to champion or defend cases. Subsequent to the discussions with the provost, the faculty subcommittee must be given a period of time to discuss the cases in the absence of the provost and all other university-level personnel. The provost then rejoins the subcommittee and asks the faculty to rate the cases in order to identify those they would like to discuss further with the deans. Deans are informed of which cases the faculty subcommittee would like to discuss further and the particular concerns the subcommittee has in each case.

The full committee then convenes. The deans present information based on faculty subcommittee concerns. The committee then rates the cases to clarify which cases require further discussion. Deans abstain from rating the candidates in their colleges, as the dean's statement, which is included in the dossier, serves as their estimation of the case's strength. The provost shares the result of the rating, after which the full committee discusses the cases. The committee adjourns and reflects upon the group discussion.

Upon reconvening, the provost invites committee members to comment upon any case. The full committee then votes, with deans abstaining from voting on candidates from their colleges. Similarly, faculty members serving on the committee do not vote on any case on which they previously voted.

The vote must occur through secret ballot. Though the provost shares the result of the vote with the committee, committee members must keep the results confidential. The majority vote of the committee reflects either a positive or negative recommendation to the provost. A tie vote is considered a negative recommendation.

If the recommendation for promotion and/or tenure varies from that received from the department or college, reasons for that variance must be specified, including references to the “Expectations and Indicators” section of the relevant department’s promotion and/or tenure guidelines.

Whether positive or negative, the provost forwards the committee’s recommendation to the president, including the division of the vote.

Provost’s and President’s Evaluation of Candidates: The provost makes recommendations to the president, informing the committee of those recommendations. If the provost’s recommendation for promotion and/or tenure on any case varies from that received from the University Promotion and Tenure Committee, reasons for that variance must be specified, including references to the “Expectations and Indicators” section of the relevant department’s promotion and/or tenure guidelines.

The president makes recommendations for promotion and/or tenure to the Board of Visitors from among those candidates reported by the provost, with the Board of Visitors being responsible for the final decision.

3.4.4.4 Candidate Notification

As a promotion and/or tenure case proceeds, the candidate must be notified in writing of the recommendations made by each committee and administrator.

Any negative recommendations, whether by a committee or administrator, must include all substantive reasons for that recommendation, including references to the “Expectations and Indicators” section of the relevant promotion and/or tenure guidelines, as well as options for appeal. While notification letters may include excerpts from committee or administrator letters, they cannot include the results of any votes, the names of external evaluators, or statements from their evaluations.

The department head or chair notifies the candidate of the department committee’s and the head’s or chair’s recommendations to the college. The dean notifies the candidate of the college committee’s and the dean’s recommendations to the provost. The provost notifies the candidate of the University Promotion and Tenure Committee’s and the provost’s recommendations to the president. Notification will take place within 10 university business days of the completion of the committee’s and administrator’s deliberations.

In cases with a negative recommendation from the provost, the University Promotion and Tenure Committee, or both, the provost does not forward the case to the president until the candidate has had time to appeal.

In cases with a final positive recommendation by the president, the provost notifies the candidate in writing that their case has been recommended by the president to the board of visitors for approval. In cases with a final negative recommendation by the president, the provost notifies the appropriate dean, who informs the candidate in writing of the reasons for the decision.

3.4.5 General Guidelines for Appeals of Decisions on Reappointment, Promotion, and/or Tenure

A faculty member who is notified of a negative decision following evaluation for a term reappointment during the probationary period, for a tenured appointment, or for promotion may appeal for review of the decision under conditions and procedures specified in this section. The appellant has a right to an explanation of the reasons for the denial. An appeal must be filed in writing within 10 university business days of formal notification of the decision, which shall explain the appeal procedures.

An appeal can be based on the following claims only: department criteria established in the “Expectations and Indicators” section of the relevant department’s promotion and/or tenure guidelines were not appropriately applied; material from the dossier was unavailable to or disregarded by reviewers through no fault of the candidate; or information in the dossier was not considered in a fair and objective manner.

Additionally, faculty have the option to grieve procedural violations of the promotion and tenure process—including violations of the appeal process presented in this section—after a negative decision on an appeal or instead of filing an appeal in the first place. Since the grievance procedures allow the grievant to state both the grievance they believe they have experienced and the relief they seek, it has a wider range of possible outcomes than the appeal process. However, because it is a slower process that may not be completed until the promotion and/or tenure cases in a given year have been decided, and because faculty cannot grieve “items falling within the jurisdiction of other university policies and procedures,” a grievance should be thought of as a means for faculty to seek an outcome they cannot seek through the appeal process. The grievance process is described in chapter three, “Faculty Grievance Policy and Procedures.”

Administrators and committees hearing an appeal must limit the scope of their recommendations to the grounds presented above: in particular, they must not substitute their own judgment on the merits of the case for that of the body or individual responsible for the decision under appeal. The recommendations should address the allegations in the appeal with specificity and cite appropriate evidence.

A faculty member can appeal the decision at more than one level. There is no appeal of the president’s recommendation to the Board of Visitors or the board’s final decision.

Appeals should be resolved as quickly as possible without compromising fairness or thoroughness of review. Whenever possible, the appeal should be resolved in time to accommodate the first meeting of the Board of Visitors in the fall semester.

A faculty member with questions or concerns about the appeal process or who believes that the procedures described in this section have been improperly followed may, at any point, seek advice from [the Faculty Senate Committee on Reconciliation](#).

3.4.5.1 Appeal of Probationary Reappointment Decision

Faculty members on probationary term appointments should make no presumption of reappointment. The department head or chair with the advice of the departmental personnel committee or the faculty development committee determines non-reappointment. Notice of non-reappointment is furnished according to the schedule in chapter two, “Retirement, Resignation, and Non-Reappointment.” The specific reasons for the decision are provided to the faculty member in writing.

If the decision is based primarily on evaluation of the faculty member’s performance, including perceived lack of potential for further professional development, then the faculty member may appeal the decision to the dean of the college. If the dean sustains the departmental decision, the faculty member may request, through the dean, the further and independent review of the decision by the properly constituted college committee on promotion and tenure.

The faculty member presents the appeal in writing as specified in chapter three, “Appeals of Decisions on Reappointment, Tenure, or Promotion.” The faculty member has the right to appear before the committee to present arguments. The college committee makes recommendation to the dean, who informs the faculty member of the committee’s recommendation and the dean’s subsequent decision. The dean’s decision closes the appeal process, unless it varies from the college committee’s recommendation, in which case the faculty member may appeal to the provost for a final decision.

3.4.5.2 Appeal of Promotion and/or Tenure Decision

Appeal of negative department or college decisions: Because all mandatory tenure cases, even those given a negative recommendation by the department committee and the head or chair, receive a full college level review, there is no appeal of a negative tenure decision at the department level.

With all non-mandatory cases, whether promotion and/or tenure, if the committee and the relevant administrator both make negative recommendations, the candidate may appeal that negative decision to the next level in the process. The faculty member has the right to appear before the committee considering the appeal and present arguments.

If either the college committee or the dean grants the appeal of a negative department decision, the case resumes normal consideration, beginning with the college committee and dean. If either the University Promotion and Tenure Committee or the provost grants the appeal of a negative college decision, the case resumes normal consideration, beginning with the University Promotion and Tenure Committee and the provost. At either the college or university level, if the committee and the relevant administrator both make negative recommendations, the appeal is denied and no further appeal is provided.

Appeal of negative university decisions: Because all recommendations from the University Promotion and Tenure Committee and the provost are forwarded to the president, candidates may appeal negative recommendations of either or both to the Faculty Review Committee. The faculty member has the right to appear before the committee to present arguments. The Faculty Review Committee investigates the case and makes a recommendation to the president.

The president's recommendation to the Board of Visitors, and the Board of Visitors' final decision, cannot be appealed.

Table of appeal options for promotion and/or tenure cases: The following table provides a summary of the progression of cases (whether promotion and tenure, tenure only, or promotion only) that receive negative recommendations from either a committee, administrator, or both, including appeal options. This table is for reference only.

Decision	Next Step
Negative recommendation by department committee and by department head or chair (all but mandatory tenure cases)	May appeal to college committee (through the dean)
Appeal granted by the college committee and/or dean.	Moves to college committee and dean for normal consideration of the case
Negative recommendation by department committee and by department head or chair (mandatory tenure cases only)	Moves to college committee and dean
Negative recommendation by department committee; positive recommendation by department head or chair	Moves to college committee and dean
Positive recommendation by department committee; negative recommendation by department head or chair	Moves to college committee and dean
Negative recommendation by college committee and dean	May appeal to University Promotion and Tenure Committee (through the provost)
Appeal granted by the University Promotion and Tenure Committee and/or provost.	Moves to University Promotion and Tenure Committee and provost for normal consideration of the case
Negative recommendation by college committee; positive recommendation by dean	Moves to University Promotion and Tenure Committee and provost
Positive recommendation by college committee; negative recommendation by dean	Moves to University Promotion and Tenure Committee and provost
Negative recommendation by the University Promotion and Tenure Committee and/or provost	May appeal to Faculty Review Committee—recommendation is advisory to the president.
Negative recommendation by president	No appeal
Negative decision by the Board of Visitors	No appeal

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3.7.4 Valid Issues for Grievance

For this process, a grievance is defined as a complaint by a faculty member alleging a violation, misinterpretation, or incorrect application of a policy, procedure, or practice of the university that

directly affects the grievant. Some examples of valid issues for filing a grievance are: improperly or unfairly determined personnel decisions that result in an unsatisfactory annual performance evaluation; unreasonable merit adjustment or salary level; excessive teaching load/work assignments; violations of promotion and tenure procedures, including the appeal process (see appeal process in chapter three, “Appeals of Decisions on Reappointment, Tenure, or Promotion”); reprisals; substantive error in the application of policy; and matters relating to academic freedom.

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Issues not open to grievance: While most faculty disputes with the university administration may be dealt with by this grievance policy, the following issues may not be made the subject of a grievance: determination of policy appropriately promulgated by the university administration or the university governance system; those items falling within the jurisdiction of other university policies and procedures (for example, complaints of unlawful discrimination or harassment, or an appeal of a promotion and/or tenure decision based on the grounds presented in chapter three, “General Guidelines for Appeals of Decisions on Reappointment, Promotion, and/or Tenure”); the contents of personnel policies, procedures, rules, regulations, ordinances, and statutes; the routine assignment of university resources (e.g., space, operating funds, parking, etc.); usual actions taken, or recommendations made, by administrators or committee members acting in an official capacity in the grievance process; termination of appointment by removal for just cause, non-reappointment, or abolition of position; or allegations of misconduct in scholarly activities.

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1.2.5.2 Faculty Review Committee

The functions of the Faculty Review Committee are: to provide faculty review of faculty grievances, to evaluate procedural concerns raised by faculty serving on promotion and tenure committees, and to consider appeals in the promotion and tenure or continued appointment process when the provost does not concur with a positive recommendation from the University Committee on Promotion and Tenure (see chapter three, “Appeals of Decisions on Reappointment, Tenure, or Promotion”) or the University Committee on Promotion and Continued Appointment (see chapter four, “Appeals of Decisions on Reappointment, Continued Appointment, or Promotion”).