

## Procedures for Expedited Tenure Review or Promotion

**Definition of Expedited Tenure/Promotion Review:** A review that takes place out-of-cycle for hiring or counter-offer purposes.

Examples of cases in which expedited tenure or promotion may take place include:

- A. An incoming faculty member or administrator who holds tenure or has held tenure at a peer or aspirant university.
- B. An incoming faculty member or administrator who has not held tenure at a peer or aspirant university but whose record and reputation warrant tenure.
- C. In cases of counteroffers when the faculty member has been offered tenure or promotion at a peer or aspirant university.

### **Procedures:**

1. The relevant department notifies the dean of their intention to make an offer of employment (or retention in the case of a counter-offer) to a candidate using the expedited review process.
2. With dean approval, a request is made to the provost for an expedited review.
3. With provost approval, a VPAA internal faculty offer letter is created.
4. In cases in which the candidate has not previously held tenure at a peer or aspirant university, evidence of tenurability shall be obtained. Such evidence may include external letters or an offer letter extending tenure at a peer or aspirant university. External letters are not required for candidates that have held tenure at a peer or aspirant university.
5. In cases of expedited promotion, external letters are not required.
6. The department's Reappointment, Promotion, and Tenure Committee (RPTC) votes on the tenure or promotion action and provides recommendations.
7. The department chair provides a recommendation letter.
8. The college/school's RPTC votes on the tenure or promotion action and provides recommendations.
9. The dean provides a recommendation letter.
10. All recommendations are to accompany the offer letter and be forwarded to the provost who reviews the documentation and makes a recommendation to the president.
11. In cases of tenure, if the candidate has held tenure at a peer or aspirant university, and receives a positive recommendation from the president, the action is forwarded to the Board of Regents as a consent agenda item. If the candidate has not held tenure previously at a peer or aspirant university and receives a positive recommendation from the president, the action is forward to the Board of Regents as an action item.
12. Promotion requests receive approval from the provost and are not forwarded to the president or Board of Regents for approval.