

**FACULTY MEETING
MOTION**

February 2, 2018

Purple text shows proposed amendments related to a tie vote by the Tenure Appeal Committee (page 8)

Amendment: The Committee on Appointments, Promotions, and Tenure moves to amend the motion of December 1, 2017, by substitution with the following language and provisos:

Motion: The Committee on Appointments, Promotions, and Tenure, and the Dean

necessarily community-based. Therefore, the judgments of departments and programs, and especially ~~CAPT~~ **COT, COP**, as the bodies elected by the faculty to represent the faculty in matters of promotion and tenure, necessarily set the standards for reappointment, tenure, and promotion at Skidmore College.

Page 114 (A. Tenured and Tenure-Track Faculty)

This section of the Handbook sets out the criteria and standards that ground judgments regarding reappointment, tenure, and promotion in academic rank. It also discusses the kinds of evidence to be used by departments and programs; ~~CAPT~~ **COT; COP**; the Associate Dean of the Faculty (faculty affairs); the Dean of the Faculty/Vice President for Academic Affairs; the President; and, ultimately, the Board of Trustees in making

may be evaluated for an immediate award of tenure by the following procedure. The hiring department chair/program director will present the credentials of the candidate to ~~CAPT~~COT. The Dean of the Faculty/Vice President for Academic Affairs will accompany the department chair/program director to the presentation and offer information related to institutional need/priorities. ~~CAPT~~ COT will deliberate according to those qualifications stipulated in the Faculty Handbook, Part One (Faculty Rights and Responsibilities), Article VIII (Evaluation of Faculty for Continued Service and Advancement in Rank), Section A (Tenure-Track Faculty), and Section E. (Tenure) number 3 (Eligibility). Should ~~CAPT~~ COT recommend against tenure, the department, in consultation with the DOF/VPAA, may still hire the candidate on the accelerated tenure clock described in paragraph c above.

Page 126 (Criteria for Determining Years of Service)

- a. For faculty members, the service year coincides with the academic year. The academic year begins at the start of the fall term and ends with the close of the spring term. For each academic year that a faculty member holds a full-time appointment, that person will be considered to have given a year of service. Other than those Visiting Lecturers described above, faculty members who move from "visiting" to "tenure-track" status may choose, in consultation with the Dean of the Faculty/Vice President for Academic Affairs and ~~CAPT~~ COT, to have or not to have the "visiting" years count toward tenure; the decision must be specified in the letter of appointment to the tenure-track position.

Page 127f (5. Procedures for granting tenure)

5. Procedures for Granting Tenure

- a. The decision to grant tenure rests with the Board of Trustees. The Board acts upon the recommendation of the President who in turn acts in consultation with the Dean of the Faculty/Vice President for Academic Affairs, the Associate Dean of the Faculty (faculty affairs), the Chair(s) of the department(s) concerned, and CAPT COT.

ix. Annual reports prepared by the candidate citing activities each year such as new courses, new methods, research, creative work, professional activities, community

Promotion to Associate Professor is automatic with the granting of tenure and is effective on June 1 of the year the decision is made.

Page 129 item k

k. Any member of the Faculty who is considered for tenure by ~~CAPT~~ **the Committee on Appointments and Tenure (COT)** and the Administration shall be granted an additional but terminal year in the event that tenure is not granted. Similarly, an additional terminal year will be granted to any member of the Faculty who is eligible to stand for tenure but elects not to do so.

Page 129f item l

l. A candidate for the Dean of the Faculty/Vice President for Academic Affairs may be evaluated for an immediate award of tenure by the following procedure. The President will present the credentials of the candidate for Dean of the Faculty/Vice President for Academic Affairs and evidence for both appointment as Professor and awarding of tenure to the academic department(s) appropriate to the candidate's professional field. At the same time, the President will also furnish the candidate's credentials and evidence to CAPT. The qualifications for tenure are those stipulated in the Faculty Handbook, Part One (Faculty Rights and Responsibilities), Article VIII (Evaluation of Faculty for Continued Service and Advancement in Rank), Section A (Tenure-Track Faculty), and Section E.

(Tenure) number 3 (Eligibility). The Chair of the academic department to which the

- a. A faculty member who is denied tenure but believes that the case received inadequate consideration may petition the Tenure Review Board (“TRB”) for a review. Such a review must be requested by **March 21** of the **academic** year

in the CAPT Calendar, but shall not be sooner than February 15 nor later than March 15.

b.

p. 131 item b

F. Promotion

1. Guidelines for Advancement in Rank

- a. Promotion at Skidmore is awarded not on the basis of time in rank but because of the candidate's demonstration of accomplishments that satisfy the applicable standards at the level specified for the desired rank. Faculty may stand for promotion at their discretion.
- b. For the rank of Associate Professor, the appropriate terminal degree (or its professional equivalent) normally is required. The absence of the appropriate terminal degree is not an absolute deterrent to advancement to any rank. Other qualifications, however, shall be closely scrutinized by the department, ~~CAPT~~ **COP**, and the administration for evidence of extraordinary merit.

Page 132 forward

2. Procedures for Promotion

a. *Professorial Ranks*

- i. Promotions are granted by the Board of Trustees upon the recommendation of the President, who consults as necessary with the Dean of the Faculty/Vice President for Academic Affairs, the Associate Dean of the Faculty (faculty affairs), ~~CAPT~~ **COP**, and the Chair of the department concerned. Except in the case of the Library faculty, ~~CAPT~~ **COP's** role in promotion is limited to full-time and shared tenure-track appointments to professorial ranks.
- ii. Faculty may stand for promotion at their discretion. Consideration for promotion may be initiated by the Department Chair in consultation with the Associate Dean of the Faculty (faculty affairs), ~~CAPT~~ **COP**. The Associate Dean of the Faculty (faculty affairs) in consultation with the Dean of the Faculty/Vice President for Academic Affairs may also decide to nominate a candidate for promotion consideration. In such a case, the department is obliged to consider the candidate's credentials and to present its recommendation to ~~CAPT~~ **COP**. Nomination by the Associate Dean of the Faculty (faculty affairs) for such consideration does not presuppose a successful outcome for the candidate. The Associate Dean of the Faculty (faculty affairs) may initiate

promotional consideration in the case of Department Chairs. The Department Chair or the Associate Dean of the Faculty (faculty affairs) shall indicate the consultation procedures employed within the department when recommending a promotion.

iii. ~~By March 15, the Dean of the Faculty/Vice President for Academic Affairs shall provide Department Chairs with a list of faculty in their departments who have been~~

Program Director shall perform those functions normally assumed by a Department Chair, and faculty on the ID PPC shall be consulted and shall write letters. All these letters shall be forwarded to ~~CAPT~~ COP.

viii. Promotion files shall include the following:

- x. After conducting its deliberations, ~~CAPT COP~~ reports its recommendations to the President, the Dean of the Faculty/Vice President for Academic Affairs, and the Associate Dean of the Faculty (faculty affairs). The Dean of the Faculty/Vice President for Academic Affairs then consults with the Associate Dean of the Faculty (faculty affairs). In the event of a disagreement between the Dean of the Faculty/Vice President for Academic Affairs and ~~CAPT COP~~, the Dean of the Faculty/Vice President for Academic Affairs and the Associate Dean of the Faculty (faculty affairs) meet with ~~CAPT COP~~ to offer detailed and compelling reasons for such disagreement. The Dean of the Faculty/Vice President for Academic Affairs then makes a recommendation to the President, and notifies ~~CAPT COP~~ of the recommendation. In the rare instance in which the President does not concur with the recommendations of ~~CAPT COP~~, the President meets with ~~CAPT COP~~ to offer detailed and compelling reasons for such disagreement. Finally, the President's recommendations are reported to the Academic Affairs Committee (AAC) of the Board of Trustees, and ~~CAPT COP~~ informs the AAC of the recommendations it made to the President.

decisions the committee judges to require faculty representation. Special meetings with the President, the Dean of the Faculty/Vice President for Academic Affairs, and the Associate Dean of the Faculty (faculty affairs) may be called at the request of any of these administrative officers or the committee. At least one meeting of the joint trustee-faculty committee is held during each academic year. Revisions to some parts of Part One (Faculty Rights and Responsibilities) of the Faculty Handbook are reviewed by ~~CAPT~~
COT

Page 212 g & h.

g h. TENURE REVIEW BOARD — Elected

Function: To review a negative tenure recommendation at the request of the candidate. In the event that the Tenure Review Board determines that a tenure case requires reconsideration, the three members of the TRB will sit together with the **seven** members of ~~CAP~~**COT**, as the Tenure Appeal Committee, to reconsider the case.

Membership: Three tenured faculty members, each elected to serve a three-year term, at least one of whom has previously served on CAPT **or COT**. All members of the Board must have been tenured for at least two years. No two members may be from the same department. Faculty currently serving on ~~CAPT~~**COT**, **COP**, CAFR, or FAB are not eligible. No member of the Tenure Review Board may sit for the review of a candidate in the same department. FEC will provide replacements for such reviews as needed.

h i. TENURE APPEAL COMMITTEE

Function: To review a negative tenure recommendation at the request of the Tenure