

POLICY #6.1

SUBJECT: Faculty Evaluation, Promotion, and Tenure

I. PURPOSE

The Evaluation, Promotion, and Tenure process at Southern Utah University (hereafter the University) develops, supports, and celebrates Student-Centric Faculty Engagement in alignment with the values and mission of the University.

This Policy establishes clear expectations, roles, and timelines for faculty support, development, and advancement. This framework also guides Departments in creating a culture of shared responsibility for continuous improvement as well as the development of clear and current criteria for Faculty advancement.

This Policy establishes a framework of expectations and processes for Faculty Evaluation, Promotion and Tenure for Non-Tenure-Track (NTT), Tenure-Track (TT), and Tenured Faculty and Academic Administrators. While the granting of tenure for individual applicants is not guaranteed, this Policy is grounded in the belief that all Faculty can achieve Promotion and Tenure (as applicable to their position) and deserve transparency, open communication, and support as they progress through that adv7 (t)-16.003 (h)-17.994 (a)

A. [American Association of University Professors \(AAUP\)](#) (accessed February 25, 2018)

B. Association of American Colleges and Universities (AAC&U) [High Impact Practices](#) (accessed February 25, 2018)

C. Southern Utah University

not recommending Promotion and/or Tenure or continuing in Good Standing (in the case of a FiveYear Review).

- I. Evidence-Based Practices: Teaching and Scholarly/Creative practices and other engagement strategies that are supported with qualitative and/or quantitative data.
- J. Faculty: See [Policy 6.0](#).
 - 1. Non-Tenure Track Faculty (NTT): Faculty with term appointments who are not eligible for Tenure as set out in [Policy 6.0](#). NTT Faculty may hold the following ranks in order of rank progression.
 - a. Lecturer: The title of Lecturer is an entry-level (NTT) Faculty position. Lecturers have the primary responsibility for effective teaching while maintaining currency in their field and a secondary responsibility for Departmental participation.
 - b. Assistant Professor (NTT): This rank is an

especially with regard to Teaching Effectiveness. Their teaching, service, and engagement with students must reflect high professional competence and currency in their field. Applications for advancement to Associate Professor (NTT) may be submitted at the conclusion of the sixth complete academic year as a full-time Assistant Professor (NTT).

d. Clinical Faculty: Clinical Faculty as well as their promotion criteria and evaluation procedures are defined in [Policy 6.0](#).

2. Tenure-Track (TT) and Tenured Faculty: Tenure-Track and Tenured Faculty are defined in [Policy 6.0](#). Tenure-Track Faculty will hold the rank of Assistant Professor, Associate Professor, or Professor. Tenured Faculty will hold either the rank of Associate Professor or Professor. If DEC is not developed for the ranks below, Evaluative Entities should use the definitions in this Policy. Rank descriptions are listed below in order of rank progression.

to the University Mission, and they are prepared to mentor other Faculty members. Their Teaching, Service/Leadership, and Scholarly/Creative Activities reflect high professional competence. Applications for advancement to Associate Professor (and Tenure) are submitted at the conclusion of the sixth academic year as a fulltime Assistant Professor. Early Tenure applications are possible. The process for this is given elsewhere in this Policy.

- c. Professor: The rank of Professor is an appointment granted to those who have earned a terminal degree in their field and have completed at least five years of service at the University as an Associate Professor. A Professor is a Faculty member who has demonstrated excellence in Teaching, Service/Leadership and Scholarly/Creative Activities over a sustained period, typically at least five years after being granted Tenure. Professors are recognized as leaders in their field and have achieved a high level of professional achievement and recognition, as evidenced by a strong record of publications, presentations, grants, awards, and other Scholarly/Creative Activities. Professors are expected to contribute to the academic community by mentoring Junior Faculty, serving on committees, and providing leadership in Departmental and institutional governance. The promotion to Professor is a significant milestone in an academic career and represents high achievement and recognition within the academic community. Applications for advancement to Professor may be submitted at the conclusion of the fifth complete academic year as a fulltime Associate Professor.

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3. Special Appointments: Special Appointments (e.g., Professional in Residence, Artist in Residence, Distinguished Fellow) are defined in [Policy 6.0](#).
4. Professor Emeritus: Emeritus Faculty are defined in [Policy 6.0](#).
- K. Faculty Dashboard: A web page designed to support Faculty and Evaluators in the Promotion and Tenure process. This [web page](#) can be found on the SUU Portal.
- L. Faculty Engagement and Contribution Report (FEC Report): A reflective narrative in which evaluated faculty describe those duties and activities they performed during the previous academic year and how the duties and activities align with the DEC, the Student-Centric Faculty Engagement Model, and the University Mission.
- M. Good Standing: A status Faculty members achieve by maintaining a high level of Teaching Effectiveness, Service/Leadership, Scholarly/Creative Achievement, and professional conduct toward the University and profession. The status of Good Standing is exclusively applicable to the Five Year Review.
- N. Junior Faculty: Junior Faculty consists of two groups of faculty members. The first group includes NTT Faculty who have been hired at the rank of Lecturer and are in their first full five years of employment with the University or who have been hired at the rank of Assistant and are in their first full seven years of employment with the University. The second group includes TT Faculty who have been hired at the rank of Assistant in their first full seven years of employment with the University or hired at the rank of Associate in their first full four years of employment with the University.
- O. Late Submission: The failure to comply with the schedule outlined in this Policy for submitting an annual FEC Report, or application for Mid-Point Review, Promotion and/or Tenure, or Five Year Review.
- P. Mentoring: A non-evaluative process that provides Junior Faculty members with non-evaluative guidance and support as they

navigate the challenges of academic life and pursue their professional goals that may include Promotion and Tenure.

Q. Mentee: A Junior Faculty member being mentored by an Advanced Faculty member. A Mentee is typically pursuing Promotion and/or Tenure.

R. Mentor: An Advanced Faculty member who provides non-evaluative guidance and support to a Junior Faculty Member, known as the Mentee, during the Promotion and Tenure process.

S. Non-Reappointment: A separation by which the University ends its employment relationship with probationary- or term-contract Faculty members at the end of a contract period.

T. Peer Review: The evaluation of a Faculty's Scholarly/Creative product by experts in the same or related occupation, profession, or industry (peers).

U. Pertinent Information: Any significant and applicable data, facts, or particulars directly related to evaluating a Faculty member's qualifications for annual evaluation, Promotion or Tenure.

V. Promotion: Advancement in rank as defined under Section III.J. Faculty.

W. Promotion and Tenure (P&T) Committee: An Evaluative Entity at the Department, College/School, or University level that evaluates Faculty in the Promotion and Tenure process.

X. Scholarly/Creative Activities: Purposeful and intentional activities that seek to provide new knowledge or understanding to a particular field of study. These activities are skillfully interpreted and deployed and are deeply informed by current knowledge in a Faculty member's field of study and expertise. Scholarly and Creative Activities are of equal value and importance to the University and may lead to innovative curriculum, and/or integrate thoughts and ideas from diverse disciplines or areas of inquiry.

Y. Service/Leadership: Participation (usually by term of appointment) in the operation or function of a Faculty member's Department, College/School, University, community, or professional field and its

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organizations. Such Service/Leadership is vital to the Shared Governance of the University.

- Z. Shared Governance: Shared Governance provides various individuals and groups a voice in key decision-making processes through elected, appointed, or volunteered representation. It allows for the primary decision-making responsibility or input and recommendation responsibility to be delegated to specific constituencies under well-defined conditions. The concept of Shared Governance recognizes the interdependence of the various individuals and groups involved in campus governance, requires communication, and provides opportunities for joint planning and effort.
- AA. Student-Centric Faculty Engagement: Purposeful and intentional activities or contributions in the areas of Teaching, Service/Leadership, or Scholarly/Creative Activities, whether curricular, co-curricular, or extracurricular, that help students become informed, responsible, and productive members of society who explore diverse ideas, disciplines, skills, cultures, and places.
- BB. Teaching Effectiveness: The ability of a Faculty member to engage students in the learning process, facilitate critical thinking and intellectual growth, and achieve desired learning outcomes. Consistent with the University Mission, teaching is of primary importance. Teaching Effectiveness is a crucial component evaluated in the decision-making process for reviews and granting a Faculty member Promotion and/or Tenure. It is assessed through

DD. University Mission: The mission statement of the University as defined in Utah System of Higher Education Policy R312.

IV. POLICY

A. Scope and Limitations: This Policy covers general criteria and processes for Faculty Evaluation, Promotion, and Tenure. It also describes the types of criteria and processes to be defined at the Departmental level. It does not cover sabbatical leave (see [Policy 6.15](#)). If there is any contradiction or disagreement between this Policy and any other 6.X policies, this Policy shall take precedence. In the event of a conflict with this Policy and other governing policies or laws, the order of precedence set out in [Policy](#)

B. Applicability 994 (d)-19(a)-18.997 (b)-1y.235 g /TT0 1 g 107ence II (n)-18.001 (c)

Using the Student-Centric Faculty Engagement Model as the basis of establishing evaluation criteria, the DEC Committee crafts the DEC based on input and feedback from Faculty within their Department. The DEC Committee may need to consider guidelines from programmatic accreditation in crafting the DEC.

While this Policy does not d

generated scholarly papers or professional presentations, participating in programs that

a committee comprised of the Provost, Dean, Department Chair, and the DEC Committee Chair.

The Department Chair shall make reasonable efforts so that the DEC Committee reviews the DEC at least every three (3) years and revises as needed with the same approval process as above. Should the Department Chair fail to fulfill these responsibilities pursuant to [Policy 6.2](#), participation in Faculty Promotion and Tenure process, the DEC Committee Chair will notify the Dean.

4. Faculty Professional Responsibility: It is the sole responsibility of the Faculty member to prepare and submit a complete FEC Report or application for MidPoint Review, or FiveYear Review demonstrating alignment with DEC, StudentCentric Faculty Engagement, and the University Mission. Additionally, Faculty are expected to follow

outcome of the AIM, as documented in the Faculty Dashboard, does not determine progress in the Promotion and Tenure process; however, the AIM documentation in the Faculty Dashboard may provide important context to Evaluators in understanding and interpreting the Faculty's FEC Reports and applications for Mid Point Review and Promotion and/or Tenure.

1. Faculty Responsibilities:

- a. Approach the AIM with the intent to grow and develop and to promote positive change.
- b. Articulate their intended contributions for the upcoming academic year and how those contributions align with DEC, Student-Centric Faculty Engagement, and the University Mission.
- c. Use the Faculty Dashboard to record the following required information: 1) completion of the AIM; 2) Faculty-specific Service or Teaching expectations; and 3) any points of disagreement between Department Chair and Faculty. Faculty may use the Faculty Dashboard to record extenuating personal or professional circumstances that may provide relevant background to Evaluators in reviewing Faculty submissions.
- d. Faculty are encouraged to meet annually with their assigned Mentor before the AIM until the successful completion of the Midpoint Review.

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- d. Discuss and assign a Mentor as applicable.
- e. Facilitate setting of Faculty goals and provide feedback as Faculty progress through the next academic year.
- f. Use the Faculty Dashboard to record the following required information: 1) completion of the AIM; 2) Faculty specific Service or Teaching expectations; and 3) any points of disagreement between Department Chair and Faculty.

3. Dean Responsibilities:

- a. Ensure that Department Chairs hold an AIM at the appropriate frequency.
- b. In the case of a dispute between the Faculty member and the Department Chair regarding AIM discussions, the Dean or Associate Dean will serve as arbiter as Departmental needs and policies dictate. The Faculty Dashboard will be used to inform the Dean or Associate Dean of the issue.

F. Mentoring. Mentoring is essential to supporting Junior Faculty in the first three (3) years of the P&T process, but it is important to note: Current Mentors are not part of their Mentee's evaluation process. Mentors play a critical supportive role in guiding and encouraging Junior Faculty. In the event that a current Mentor is a member of an Evaluative Entity responsible for evaluating their Mentee, the Mentor must recuse themselves from that evaluation. The Evaluative Entity will then utilize an alternate Evaluator. Participation as a Mentor is entirely voluntary. Mentors must have a desire for and a strong commitment to active engagement with the Mentee.

1. Mentoring Process:

- a. The Department Chair assigns one (1) Mentor to each newly hired Junior Faculty member no later than the newly hired Junior Faculty member's contract start date. Junior Faculty may request and be assigned a specific available Mentor with the approval of the Department Chair.

- b. Mentors and Mentees hold at least one (1) scheduled meeting per semester, whether virtual or in person, to discuss any Mentee needs related

C.

- g. Notify the Department Chair in a timely manner if the Mentor chooses to discontinue Mentorship. The Department Chair would then assign a new Mentor as soon as possible. Mentors may discontinue mentorship without prejudice at any point in the mentoring relationship.
3. Mentee Requirements and Expectations: Mentees will:
- a. Communicate with their Mentor regularly, as determined by Department expectations and needs of the Mentee, to discuss ideas, address questions, and seek support regarding DEC and the P&T process
 - b. Meet with their Mentor at least once per semester (see Section IV.F.1.b).
 - c. Meet with their Mentor prior to the annual AIM to share planned Teaching, Service/Leadership, and Scholarly/Creative Activities (as applicable) activities and seek feedback from their Mentor regarding the alignment of their activities with DEC and the University Mission.

If a Department has insufficient Mentors, the Department Chair can request Mentors from other Departments within the College/School. If insufficient Mentors are still unavailable after exhausting Mentors from the College/School, the Department must seek Mentors from other University Colleges/Schools. The Department Chair may assign more than two (2) Mentees to a Mentor only based on circumstances described in Section IV.F.2.f.

- b. Annually assess the effectiveness of mentoring relationships via formal or informal communication and adjust Mentoring relationships as needed to best support Junior Faculty in their progress toward P&T.
- c. Assign Mentors and facilitate mentoring relationships in cases where Mentorship continues past the successful completion of a Mid-Point Review.
- d. Provide training on DEC and Department culture for Mentors serving from outside the Mentee

c. Should the Dean fail to fulfill these responsibilities pursuant to [Policy 6.2](#), participation in Faculty Promotion and Tenure process, the Department Chair will notify the Department P&T Committee Chair. The Department P&T Committee Chair will then notify the Provost.

G. Evaluation Process: Southern Utah University shall have P&T Committees at the Department, College/School, and University levels. Faculty serving on P&T evaluation committees are limited to one level at a time and subject to the single vote rule; additionally, they cannot evaluate the same individual in subsequent committees but may serve on other Departmental P&T committees as needed. The P&T Committee information table below shows the criteria for establishing P&T Committees. Faculty members related (as defined in [Policy 5.18](#)) to another Faculty member applying for Promotion, Tenure or submitting a Mid-Point or Five Year Review application are ineligible to serve on that Faculty member's P&T committee.

Promotion and Tenure (P&T) Committee Information

| | Department P&T Committee | College/School P&T Committee | University P&T Committee |
|------------------|--|---|--|
| Voting Members | Minimum of three; maximum of five | Five | One from each College/School and one representative from the Library |
| Eligible Faculty | Tenured with a minimum rank of Associate Professor (to evaluate NTT Faculty members, the Department P&T Committee must | Tenured with a minimum rank of Associate Professor only | Tenured Professors only |

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have one Associate
Professor (NTT)

Consecutive
Membership
Allowed*

No

No

No

Section IV.G.6. Annual FEC Report (Junior Faculty only)
Section IV.G.7. MidPoint Review (Junior Faculty only)

- ii. The Department Chair may not serve on the Department P&T committee.
- iii. The Department P&T Committee is comprised of

service, the percentage of Faculty votes required to be on to the Promotion and Tenure Committee, and procedures for circumstances in which there is an insufficient number of eligible Faculty to serve on the Department P&T Committee. These rules and procedures will be publicly available on the Provost's Office website.

2. College/School Promotion and Tenure (P&T) Committee: Each College/School organizes and maintains a College/School P&T Committee to evaluate Faculty based on the Faculty member's current DEC.
 - a. Role of the College/School Promotion and Tenure Committee: The College/School P&T Committee follows Section IV.G.5. Evaluator Responsibilities and Expectations, with an emphasis on evaluating whether the Department P&T Committee and Department Chair conducted their evaluations with sufficient thoroughness and in accordance

Colleges/Schools within the University. However, any committee member outside the College/School must become familiar with the relevant P&T guidelines to ensure proper evaluation procedures. All committee members, regardless of their affiliation with the College/School, must be voted on by the respective College/School members.

- vi. Each College/School determines specific rules regarding the length of committee service and the percentage of Faculty votes required to be on the College/School P&T Committee. These rules and procedures will be publicly available on the Provost's Office website.

3. University Promotion and Tenure (P&T) Committee: The University organizes and maintains a P&T Committee to evaluate Faculty based on the Faculty member's current DEC.

a. Role of the University Promotion and Tenure Committee: The University P&T Committee follows Section IV, p.5. Evaluator Responsibilities and Expectations, but with modifications that focus on evaluating whether the College/School P&T Committee conducted their evaluations with sufficient thoroughness and in accordance with the applicable DEC. University P&T Committee members must evaluate Faculty based only on the DEC from the Faculty member's Department. To carry out this responsibility effectively, the University P&T Committee should:

- i. Carefully review all previous Evaluative Letters and Ratings.
- ii. Carefully evaluate the reasoning and basis for all previous Evaluative Ratings

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and request clarifying information or documentation as needed.

- iii. Perform only a high level, limited assessment of the alignment of the *Strategic Plan* with DEC, Faculty Engagement, and the

- iv. Department Chairs, Associate Deans, and Deans may not serve on the University P&T Committee.
- v. The Provost's Office determines specific rules regarding the selection of committee members and their length of committee service, with input f15 ()-20 999 (e)-15 (n)

4. Faculty Responsibilities and Expectations: Facul21.999 (t)-y memb(p)-21.rs at all l(p)-21.vels (i.e.n NTT T, Tnured Faculty, Academic Administrators) 15.996 (h)-ave the followingn respnsibiliti(p)-21.s:

- a. Obtain a copn of the current DEn fromnthe Faculty Dashboard.
- b. P(p)-21.rform duties and ac21.999 (t)-iviti(p)-21.s related to T Effectiveness, Service/Leadership, and Scholarly/Creative Ac21.15.996 (i)-18.001 (v)-28.001 (i)-18.00 alignmentnt with the DEn, th(p)-21. StuCentric Faculty Engngement, and th(p)-21. University Mission.
- c. Accordingnto deadlin(p)-21. Appendix B, compn(p)-21.te a FEn Rep2.994 (o)-20 (r)-24.004 (t)15.996 (v)-20, (o)-20 (r)-16.0 Promotion and/or Tenure, or Five Year Review, usingntempnat(p)-21.s in the Faculty Dashboard, that is 1-3 pnges in l(p)-21.ngnh documentingnand03-29.004 (r)-15.9 duties and03-20 (a)-19.004 (c)-18.997 (t)-16.003 (i)-17.994

Student-Centric03-20 (F)-15 (a)-19.004 (c)-18.997 (u)-21.003

followingn in th(p)-21.ir submission:

required in Section IV.G.4.n.

circumstances and determine whether or not the Late Submission should contribute to an adverse Evaluative Rating.

- iii. A faculty member who fails to notify the Department Chair of Late Submission may be subject to corrective and/or disciplinary actions up to and including Non-Reappointment or termination in accordance with **Policy 6.2 BT 0.235 (a)-19.004 (8 0**

5.

- f. Follow the flow of review in [Appendix C](#) Note that for all review processes for NTT and TT Faculty, the Departmental P&T Committee is always the first Evaluative Entity to review followed by the Department Chair.
 - g. Complete required annual Evaluator training provided by the Provost's Office. The Provost's Office coordinates and ensures the timely delivery of required, high-quality training for Evaluators at all levels of the Evaluation Process.
6. Annual FEC Report (Junior Faculty only):
- a. Faculty: Junior Faculty follow Section IV.G.4. Faculty Responsibilities and upload required documents to the Faculty Dashboard per

a.

- A. Review the evaluated Faculty's application materials in the Faculty Dashboard including Evaluative Letters and Evaluative Ratings.
 - B. Consult with the evaluated Faculty's Dean, Department Chair, and Department P&T Committee Chair as needed.
 - C. Consider other relevant factors including extenuating circumstances.
- iii. If the Provost makes the determination of Non-Reappointment, the Provost submits an Evaluative Letter via the Faculty Dashboard stating the determination of Non-Reappointment that includes written justification for the decision. The Provost's Office also provides a Notice of Non-Reappointment in writing to the evaluated Faculty according to the s.001 (o)-20239 Td [(d)-18.(d)-19.00.

| Years Granted Toward Promotion (NTT) or Tenure Track (TT) at Time of Hire | Years of Service Before Mid-Point Review |
|---|--|
|---|--|

| | |
|---|--------------|
| 0 | 3 full years |
|---|--------------|

| | |
|---|--------------|
| 1 | 3 full years |
|---|--------------|

| | |
|---|--------------|
| 2 | 2 full years |
|---|--------------|

| | |
|---|-------------|
| 3 | 1 full year |
|---|-------------|

a. Faculty: Junior Faculty follow Section IV.G.4.

a.

d. Summary Timetable for Promotion and/or Tenure Applications: The table below displays a summary timetable for applying for Promotion and/or Tenure:

Timetable for Applying for Promotion (NTT)

| Years Granted Toward Promotion (NTT) at Time of Hiring | Years of Service at SUU Before Promotion (NTT) Application | Application Submission | Granted (after successful evaluation application) |
|--|--|---|---|
| 0 | 6 full years | at the conclusion of the 6th complete academic year | at the conclusion of the 7th complete academic year |
| 1 | 5 full years | at the conclusion of the 5th complete academic year | at the conclusion of the 6th complete academic year |
| 2 | 4 full years | at the conclusion of the 4th complete academic year | at the conclusion of the 5th complete academic year |
| 3 | 3 full years | at the conclusion of the 3rd complete academic year | at the conclusion of the 4th complete academic year |

Timetable for Applying for Promotion and/or Tenure (TT)

| Years Granted Toward Promotion (NTT) at Time of Hiring | Years of Service at SUU Before Promotion (NTT) Application | Application Submission | Granted (after successful evaluation application) |
|--|--|------------------------|---|
|--|--|------------------------|---|

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| | | | |
|---|--------------|---|---|
| 0 | 6 full years | at the conclusion of the 6th complete academic year | at the conclusion of the 7th complete academic year |
| 1 | 5 full years | at the conclusion of the 5th complete academic year | at the conclusion of the 6th complete academic year |
| 2 | 4 full years | at the conclusion of the 4th complete academic year | at the conclusion of the 5th complete academic year |
| 3 | 3 full years | at the conclusion of the 3rd complete academic year | at the conclusion of the 4th complete academic year |

- e. Probationary Period for Tenure: Faculty on Tenure-Track appointments are in a probationary period until they receive either Tenure or a notice of Non-Reappointment (at which time they move to a terminal appointment) or are otherwise terminated under applicable University policy. The probationary period for granting Tenure is normally seven (7) years unless waived, reduced, suspended, or extended as specified below:
- i. The Board of Trustees may award Tenure to the President of the University. Other academic off

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Faculty hired at the rank of Associate Professor or Professor is three (3) years. Under exceptional circumstances, the probationary period may be waived and Tenure awarded at the time of hiring. Any reduction or waiver of the probationary period or hiring at a rank other than Assistant Professor requires 1) careful scrutiny of the applicant's credentials; 2) detailed documentation justifying the exception; 3) the recommendation of the Department Chair, Dean, and the Provost; and 4) approval by the President and the Board of Trustees. If credit for prior full-time service at another institution is granted, this determination must be stated in the recommendation for initial appointment. No retroactive amendments to initial appointment contracts will be allowed.

iii. A Faculty member may apply to have the probationary period reduced by one (1) year only if all the following conditions are met:

- A. Faculty has completed three (3) full academic years of service at the University and was granted fewer than three (3) years toward Tenure at the time of hiring. Faculty granted three (3) years toward Tenure at the time of hiring are not eligible to apply for early Tenure.

make a written request for approval of the suspension to the Department Chair, the Dean, and the Provost.

b.

- iii. Prior to submission of materials to the Board of Trustees or other final decision of the University, if new information becomes available that is relevant to applicable evaluation criteria (such as the DEC), the

regarding a request for a longer reporting interval, the Department P&T Committee Chair or Associate Dean will serve as arbiter.

11. Five-Year Review: Associate Professors with Tenure, Professors, and Academic Administrators with Tenure at the Associate or Professor rank (hereafter, Five-Year Review Faculty) are required to submit a FEC Report five

and this Policy.

- a. Five-Year Review Faculty: Follow guidance in Section IV.G.4. Faculty Responsibilities and

Faculty member has not sufficiently fulfilled requirements from Section IV.G.4. Faculty Responsibilities and is not in Good Standing, they work together to create a development plan. The FiveYear-Review Faculty member returns to the annual FEC Report process, similar to annual AIMS and the process for TenureTrack Faculty, until they meet the expectations described in the development plan.

- iii. In accordance with the Utah System of Higher Education Policy R481, a Faculty member's failure to successfully remediate deficiencies (which may be evaluated at any time or a specified deadline) may result in disciplinary action up to and including termination following the process in [Policy 6.28](#)

expectations return to those described in the DEC commensurate with their Faculty status.

13. Additional Considerations:

a. Hiring with Academic Rank

- i. After evaluating the appointee's educational training and experience, the Dean, Department Chair, and the affected search committee jointly recommend to the Provost a rank that is consistent with University policies.
- ii. There may be circumstances where, in addition to the initial rank assignment, an appointee is granted a specified number of years toward the next rank. Any such credit must be negotiated between the appointee and the responsible Department Chair, approved by the Dean and Provost, and specified and clearly stated in the initial contract. A maximum of three (3) years may be credited toward Promotion. The number of years awarded for Promotion for a Tenure-Track Assistant Professor is the same as the number of years reduction to the probationary period for Tenure.
- iii. At hiring, academic officers receive academic rank according to this Policy.

b. Time in Rank

- i. NTT Faculty:
 - A. Assistant Professor (NTT): Four (4) years as Lecturer before applying. The rank of Assistant Professor (NTT) will be granted normally after five (5) years of

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employment with the University as a Lecturer.

B. Associate Professor (NTT): Six (6) years as Assistant Professor (NTT) before applying. The rank of Associate Professor (NTT) will be granted normally after seven (7) years of employment with the University as an Assistant Professor (NTT).

ii. Tenure-Track and Tenured Faculty:
A. Associate Professor: Six (6) years as Assistant Professor before applying, unless years toward the next rank have been granted. The rank of Associate Professor will be granted normally after seven (7) years of employment with the University. The rank of Associate Professor will be granted with the awarding of Tenure.

B. Professor: Minimum of five (5) years as Associate Professor before applying. The rank of Professor will be granted at least six (6) years after being granted the rank of Associate Professor.

c. Implementation

i. Faculty hired prior to January 28, 2005 may choose, via written communication to the Department Chair, to be subsequently evaluated for advancement in rank according to Policy 6.1 approved on November 2,

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1990; Policy 6.1 approved on January 28, 2005; or this Policy.

- ii. Faculty hired on or after January 28, 2005 apply for Promotion and/or Tenure according to this Policy.

V. RELEVANT FORMS/LINKS

- x [Appendix A: Required Documents for Reports and Applications](#)
- x [Appendix B: Faculty Dashboard Deadline Schedule](#)
- x [Appendix C: Promotion and Tenure Review Flowchart](#)
- x [Faculty Dashboard](#)

VI. QUESTIONS/RESPONSIBLE OFFICE

The responsible office for this Policy is the [Provost/Vice President for Academic Affairs](#).

VII. POLICY ADOPTION AND AMENDMENT DATES

Date Approved: November 2, 1990

Amended: [January 28, 2005](#) [November 29, 2007](#) [December 4, 2009](#) [May 6, 2011](#) [March 22, 2012](#) [June 13, 2013](#) [January 31, 2014](#) [March 24, 2016](#) [July 19, 2018](#) [March 19, 2021](#) [August 15, 2022](#) non-