

## 1 **Part B. Faculty Renewal and Nonrenewal.**

### 2 **FAC 4.B.0. Incorporation of College Personnel Materials.**

3 Please note that substantive requirements relating to faculty appointment, renewal, tenure, promotion, and  
4 merit may be found in materials developed at the college or department level. College-specific information  
5 has been included as an appendix to this material.

### 6 **FAC 4.B.1. UWS 3.06 {Renewal of Appointments and Granting Tenure} and 3.07(1)(a) {Renewal of 7 Probationary Appointments, Rules and Procedures} of the *Wisconsin Administrative 8 Code, Rules of the Board of Regents.***

#### 9 **UWS 3.06 Renewal of appointments and granting of tenure.**

##### 10 (1) Renewal of appointments and granting of tenure.

###### 11 (a) General.

12 Appointments may be granted only upon the affirmative recommendation of the appropriate  
13 academic department, or its functional equivalent, and the Chancellor of an institution. When  
14 specified by the board, the institutional recommendation shall be transmitted by the president  
15 of the system with a recommendation to the board for action. Tenure appointments may be  
16 granted to any ranked faculty member who holds or will hold a half-time appointment or more.  
17 The proportion of time provided for in the appointment may not be diminished or increased  
18 without the mutual consent of the faculty member and the institution, unless the faculty mem-  
19 ber is dismissed for just cause, pursuant to s. 36.13 (5), Stats., or is terminated or laid off  
20 pursuant to s. 36.21, Stats.

###### 21 (b) Criteria.

22 Decisions relating to renewal of appointments or recommending of tenure shall be made in  
23 accordance with institutional rules and procedures which shall require an evaluation of teach-  
24 ing, research, and professional and public service and contribution to the institution. The rela-  
25 tive importance of these functions in the evaluation process shall be decided by departmen-  
26 tal, school, college, and institutional faculties in accordance with the mission and needs of the  
27 particular institution and its component parts. Written criteria for these decisions shall be de-  
28 veloped by the appropriate institutional faculty bodies. Written criteria shall provide that if any  
29 faculty member has been in probationary status for more than 7 years because of one or  
30 more of the reasons set forth in s. UWS 3.04 (2) or (3), the faculty member shall be evaluated  
31 as if he or she had been in probationary status for 7 years.

###### 32 (c) Procedures.

33 The faculty and Chancellor of each institution, after consultation with appropriate students,  
34 shall establish rules governing the procedures for renewal or probationary appointments and  
35 for recommending tenure. These rules shall provide for written notice of the departmental re-  
36 view to the faculty member at least 20 days prior to the date of the departmental review, and  
37 an opportunity to present information on the faculty member's behalf. The probationary fac-  
38 ulty member shall be notified in writing within 20 days after each decision at each reviewing  
39 level. In the event that a decision is made resulting in nonrenewal, the procedures specified in  
40 s. UWS 3.07 shall be followed.

41 History: Cr. Register, January, 1975, No. 229, eff. 2-1-75; am. (1) (b), Register, February, 1994, No. 458,  
42 eff. 3-1-94; correction in (1) (a) made under s. 13.93 (2m) (b) 5, Stats., Register, February, 1994, No. 458.

#### 43 **UWS 3.07 Nonrenewal of probationary appointments.**

##### 44 (1) Nonrenewal of probationary appointments

###### 45 (a) Rules and procedures.

46 The faculty and Chancellor of each institution, after consultation with appropriate students,  
47 shall establish rules and procedures for dealing with instances in which probationary faculty  
48 appointments are not renewed. These rules and procedures shall provide that, upon the  
49 timely written request of the faculty member concerned, the department or administrative offi-

cer making the decision shall, within a reasonable time, give him or her written reasons for nonrenewal. Such reasons shall become a part of the personnel file of the individual. Further, the rules and procedures shall provide for reconsideration of the initial nonrenewal decision upon timely written request.

#### **FAC 4.B.2. Renewal and Tenure Forms.**

Forms to be used for renewal and tenure shall be prepared and distributed by the Provost and Vice Chancellor's Office. Prior to adoption of changes, the Provost shall consult with the Faculty Senate Executive Committee (which retains the discretion to present any proposed changes to the Senate for review and recommendation).

#### **FAC 4.B.3. Notice Periods.**

- (1) A faculty member who is employed on a probationary appointment pursuant to section 36.13, Wis. Stats., shall be given written notice of reappointment or nonreappointment for another academic year in advance of the expiration of his/her current appointment as follows:
  - (a) When the appointment expires at the end of an academic year, not later than March 1 of the first academic year and not later than December 15 of the second consecutive academic year of service;
  - (b) If the initial appointment expires during an academic year, at least three months prior to its expiration; if a second consecutive appointment terminates during the academic year, at least six months prior to its expiration;
  - (c) After two or more years of continuous service at the University of Wisconsin Oshkosh, such notice shall be given at least twelve months before the expiration of the appointment.
- (2) Proper Notice. Notice shall be given by sending duplicate copies of letters to the faculty member's University office as well as his or her last known home address (as on file with the Human Resources Office). If the original letter of appointment stated that the contract was terminal and specified an ending date, no additional letter of non-reappointment is required.
- (3) Failure to Provide Notice. If proper notice is not given in accordance with this section, the aggrieved faculty member shall be entitled to a one-year terminal appointment. Such appointments, however, shall not result in achievement of tenure.

#### **FAC 4.B.4. Renewal for Multiple Years.**

Probationary faculty (whether hired under single-year or two-year initial appointments) may be considered for renewal for subsequent two- or three-year terms, subject to the following conditions:

- (1) Multiple-year renewals require the recommendation of the initial level of review and are subject to review by successive levels (i.e., college Dean, and Provost and Vice Chancellor). The multiple-year tenure track appointment sequence will ordinarily follow a 2-3-2 year appointment cycle at the initiative of the department. After the initial two-year tenure track appointment, renewals ordinarily occur in the second and fourth years of service. The tenure decision takes place in the sixth year.
- (2) All recommendations for multi-year renewals will be accompanied by written rationale from all levels of review that address the following factors:
  - (a) the credentials of the probationary employee;
  - (b) the candidate's demonstrated effectiveness in teaching, scholarly activities and service; and
  - (c) a statement of the candidate's expected performance during the renewal period.
- (3) Tenure decisions require a separate affirmative decision based upon a comprehensive review of the candidate's record of teaching, scholarly activities, and service.
- (4) Required fourth year review: In order to focus attention on the record of accomplishment and to provide the probationary faculty with direction and sufficient time to demonstrate continued development, all probationary faculty members must be given renewal consideration two years prior to the expected tenure review.

1 **FAC 4.B.5. Criteria.**

- 2 (1) Decisions relating to renewal of appointments or recommending of tenure shall require an evaluation  
3 of the candidate's contribution to the university in the areas of teaching, scholarly activities,  
4 and service. The relative importance of each function of the evaluation process shall be decided  
5 by department/equivalent and college faculties.
- 6 (2) Renewal and tenure criteria must exist for all initial levels and colleges.
- 7 (3) Renewal and tenure criteria are subject to periodic review .
- 8 (a) The purpose of such review is to assure that consensus exists among all participants in the  
9 renewal/tenure decision process as to the nature and rigor of the criteria as they are to be  
10 applied in future decisions. Reviews are intended to orient participants to a clear understand-  
11 ing of established criterion but need not lead to change.
- 12 (b) Renewal/tenure criteria are normally reviewed every five years or whenever participants in  
13 the renewal/tenure process deem it necessary.
- 14 1. The Chancellor, Provost and Vice Chancellor, Deans, college governance bodies, or ini-  
15 tial levels may initiate a review of initial level criteria at any time they deem circumstances  
16 warrant.
- 17 2. The Chancellor, Provost and Vice Chancellor, Deans, or college governance body may  
18 initiate a review of college criteria at any time they deem circumstances warrant.
- 19 (4) Consistent with the practices of shared governance, changes in criteria require the agreement of  
20 all levels participating in the tenure and renewal process.
- 21 (a) Initial level criteria require the agreement of the initial level, college faculty, Dean, Provost  
22 and Vice Chancellor and Chancellor.
- 23 (b) College criteria require the agreement of the college faculty, Dean, Provost and Vice Chan-  
24 cellor and Chancellor.
- 25 (c) The procedure for agreement by college faculty shall be determined by each college's by-  
26 laws.
- 27 (5) The degree and performance requirements for obtaining tenure will be no less than those set forth  
28 in FAC 5 for promotion to associate professor.
- 29 (6) The criteria in effect for any particular renewal/tenure decision are those criteria that were opera-  
30 tional at the time that the probationary faculty member commenced his/her appointment as a ten-  
31 ure track probationary faculty member. Renewal/tenure criteria adopted subsequent to appoint-  
32 ment will be applied when the probationary faculty member makes a written request to the initial  
33 level of review. This request must precede or accompany the submission of the renewal/tenure  
34 papers that are filed by the probationary faculty member.
- 35 (7) It is the responsibility of the Department Chairs to make sure that all faculty in their depart-  
36 ments/equivalent are aware of these criteria.
- 37 (a) Each Department Chair will review the initial level, college, and university criteria currently in  
38 effect with probationary faculty at the onset of employment, and thereafter no less frequently  
39 than once per year.
- 40 (b) If the initial level, college, or university criteria are changed, the department chairs will imme-  
41 diately review the changes with all faculty in the department/equivalent.

42 **FAC 4.B.6. Evidence.**

- 43 (1) The evidence shall consist of the following items: The material submitted by the probationary fac-  
44 ulty member, any other materials added by the initial level of review, the assessments and rec-  
45 ommendations from the various levels of review, material from the initial appointment, and mate-  
46 rials from any subsequent renewal consideration.
- 47 (a) Discussions of what constitutes teaching, scholarly activities, and service are set forth in this  
48 handbook.

- 1                   1. The "Core of Academe" reprinted in FAC 1 of this handbook contains a discussion of the  
2                   meanings of teaching, scholarly activity and service. The activities itemized in each of  
3                   these areas are presented as a non-exhaustive listing of the types of activities that would  
4                   be appropriate to include as evidence of accomplishment in these areas.
- 5                   2. "Faculty Performance Review" (FAC 6 of this handbook) sets forth UW System and UW  
6                   Oshkosh policy on student opinion surveys.
- 7                   (b) In addition to submitting evidence of accomplishments, each candidate for renewal/tenure will  
8                   prepare three personal statements summarizing her/his accomplishments in the areas of  
9                   teaching, scholarly activities, and service.
- 10                  (c) Relevant evidence includes the material submitted by the probationary faculty member, any  
11                  other materials added by the initial level of review, the assessments and recommendations  
12                  from the various levels of review, material from the initial appointment, and materials from any  
13                  subsequent renewal consideration.
- 14                  (d) Any level of review may request to see any or all of the original documents submitted to the  
15                  initial level of review.
- 16                  (e) The initial level of review shall retain all materials until the current renewal process is com-  
17                  plete, including any reconsideration or appeals procedures.
- 18                  (2) Data on teaching ability, including student opinion surveys and faculty peer evaluations must be  
19                  presented and included in folders for review at all levels.
- 20                  (a) Colleges and departments have the responsibility (through the applicable bylaws) to establish  
21                  policy pertaining to the acquisition and use of student opinions and faculty peer evaluations.
- 22                  (b) "Peer evaluation," as used in this section, may include such perspectives as evaluations by  
23                  tenured or non-tenured members of the individual's academic department, evaluations by  
24                  University of Wisconsin Oshkosh faculty from outside of the individual's academic depart-  
25                  ment, and/or evaluations by faculty from other institutions.
- 26                  (c) Non-teaching faculty must present evaluations of performance of professional responsibilities  
27                  directly related to the university appointment.
- 28                  (d) Faculty whose responsibilities are primarily non-teaching but who also teach will be evaluated  
29                  for classroom performance as well.
- 30                  (3) Evidence presented to support scholarly activities shall be presented to the initial level of review  
31                  for its critical review and thorough evaluation.
- 32                  (a) Candidates for renewal/tenure should include in their folders for initial level review copies of  
33                  materials and evidence related to scholarly activities. Before forwarding the folders, the initial  
34                  reviewing level will prepare a written statement which clearly assesses the quality and quan-  
35                  tity of such work and include it in the candidate's folder.
- 36                  (b) Folders forwarded from the initial level of review should not contain complete copies of docu-  
37                  ments and materials related to scholarly activities, such as books, journals, tapes, slides, etc.  
38                  The completed form should list these accomplishments together with assessment statements  
39                  made by committees and offices at each reviewing stage in the process.
- 40                  (4) Information on service activities shall be presented in the folders for review at all levels.
- 41                  (5) If a clarification is needed, or if more material becomes available during the review at the initial  
42                  level of review, the probationary faculty member may submit additional evidence to the renewal  
43                  folder, up to the time the decision is made by the initial level of review.
- 44                  (6) The initial level may add additional evidence relevant to the candidate's performance, subject to  
45                  the following:
- 46                  (a) The evidence incorporated must be deemed relevant by majority vote of the initial level.
- 47                  (b) The candidate is informed of the inclusion of the additional information and is immediately  
48                  given a copy of the additional evidence. Prior to the decision being made by the initial level of  
49                  review, the candidate may ask that the added information be removed from the folder. If the

1 committee does not agree with the candidate's request, or if action is taken before such a re-  
2 quest is presented, the candidate shall be afforded an opportunity to append a statement to  
3 the added material that shall become a part of the file and thereby accompany the material  
4 through the subsequent steps in the review process.

5 **FAC 4.B.7. Procedure.**

- 6 (1) Each probationary faculty member will be informed in writing by the department chairperson (or  
7 equivalent) at least twenty calendar days prior to the date the initial recommendation on re-  
8 newal/nonrenewal will take place. The individual being reviewed will be informed by the depart-  
9 ment chairperson (or equivalent) that he/she may include such written information in the review  
10 folder as he/she feels is appropriate and germane to the review. The probationary faculty member  
11 shall prepare the renewal forms and supply materials for the review; all materials must be submit-  
12 ted at least five calendar days prior to the scheduled review.
- 13 (2) Procedures for the review of faculty who are assigned to more than one department or unit shall  
14 be initiated by the department or unit in which the faculty member's assignment is greatest. Rec-  
15 ommendations will be forwarded through the college or division in which the assignment is great-  
16 est and must bear endorsements and/or signed comments by appropriate supervisors in other  
17 units who have administrative responsibilities for the faculty member.
- 18 (3) In the event the assignment is divided evenly between two or more departments or units or the  
19 assignment fluctuates, the faculty member shall decide which unit shall originate the recommen-  
20 dation. The faculty member shall communicate that decision, in writing, to all units and supervi-  
21 sors involved in the process.
- 22 (4) Each reviewing level shall inform the faculty member, in writing, as soon as possible but no later  
23 than seven calendar days of making its recommendation regarding renewal/nonrenewal and re-  
24 mind the faculty member it is a recommendation, except in cases where the initial level of review  
25 decides to nonrenew the appointment.
- 26 (a) Each level shall provide the faculty member with written reasons for its recommendation or  
27 decision.
- 28 (b) When the initial level of review recommends nonrenewal, the nonrenewal vote has the force  
29 of a final decision to nonrenewal, subject to the opportunity for reconsideration and appeal.
- 30 (c) No comments, annotations or markings should be placed on the credentials and materials as  
31 submitted by the probationary faculty member.
- 32 (5) The renewal/nonrenewal review process for colleges with departments requires action by the de-  
33 partment and, if the vote is for renewal, subsequent actions by the college committee, Dean, Pro-  
34 vost and Vice Chancellor, and Chancellor.
- 35 (6) In colleges without departments, the faculty will be responsible for deciding if a review process  
36 prior to the college committee is desirable; the faculty shall have the authority for implementation.  
37 Such authority must be incorporated into the college by-laws. The college by-laws must clearly  
38 indicate whether the review level prior to the college committee is only advisory or whether it is  
39 the functional equivalent of the department committee and hence the initial level of review. The  
40 renewal/nonrenewal process shall be analogous to that followed for colleges with departments,  
41 with the inclusion of a review level prior to the college committee (if so decided) or with the col-  
42 lege committee serving as the initial review level and hence serving as the functional equivalent of  
43 the department.
- 44 (7) Faculty in non-college units will be evaluated by the initial level of review and, if the vote is for re-  
45 newal, the director or equivalent (if tenured), the appropriate assistant Vice Chancellor or Vice  
46 Chancellor, the Provost and Vice Chancellor, and the Chancellor.

47 **FAC 4.B.8. Responsibilities of Individuals and Committees.**

- 48 (1) Responsibilities of Individuals. All persons participating in the process of reviewing credentials  
49 and making decisions or recommendations pertaining to renewal/tenure are expected to use pro-  
50 fessional judgment. Deans, the Provost and Vice Chancellor, and the Chancellor participate in the  
51 personnel process by virtue of the positions they hold. When acting in these capacities, these in-

1 individuals are expected to articulate clearly the rationale for all decisions or recommendations and  
2 provide an analytical written critical evaluation of the probationary faculty member's performance.  
3 Each individual who participates in the personnel process shall also meet the following enumerated  
4 requirements:

- 5 (a) To act consistently with the University's applicable personnel policies and procedures.
- 6 (b) To fairly apply department, college and University criteria for renewal/tenure.
- 7 (c) To be cognizant of principles and practices of nondiscrimination, including affirmative action  
8 and commitment to equal employment opportunity.
- 9 (d) To conduct a thorough and complete review of the probationary faculty member's qualifica-  
10 tions for renewal/tenure.

11 1. This review is to include a careful examination of all information submitted by the proba-  
12 tionary faculty member for review, and attentive consideration of the recommendations  
13 and supporting rationale of any previous levels of review.

- 14 (e) To participate in the deliberative process of the committee's review and consideration of the  
15 probationary faculty member's qualifications for renewal/tenure, in light of department, college  
16 and University criteria.

17 1. Participation refers to working diligently and collegially with other committee members. It  
18 includes active involvement in the committee's dialogue, including the expression of  
19 one's personal views or interpretations, prior to voting, when they differ from those previ-  
20 ously expressed by other members of the committee.

21 2. Participation also includes insistence that the committee's deliberation be thorough, fair,  
22 balanced, non-discriminatory, and rationally-related to the information presented for re-  
23 view. This is demonstrated by being aware of the committee's responsibilities and, if  
24 problems are perceived, speaking up before the committee's vote. Participation includes:  
25 (a) the exercise of individual and collective responsibility to ensure that the committee's  
26 action is based on the information considered during the committee's meeting, and (b)  
27 the insistence that the statement of rationale for the committee's action be based on the  
28 committee's deliberations.

29 3. It is expected that participation, as outlined in this section, will lead individuals to the point  
30 where they are able to exercise independent professional judgment on the question of  
31 the renewal or nonrenewal of an appointment. Since an abstention is the equivalent of  
32 not voting on this question, it is expected that abstentions will be relatively rare.

## 33 (2) Responsibilities of Committees.

- 34 (a) For the initial level of review, to inform the probationary faculty member of the timeline for the  
35 review of his or her qualifications for renewal/tenure and to ask the probationary faculty  
36 member to submit materials to be reviewed by the committee.

- 37 (b) To provide proper notice of committee meetings (to satisfy the requirements of the Wisconsin  
38 Open Meeting Law) and to ensure its actions are consistent with applicable personnel rules.

39 1. Committees should anticipate scheduling additional meetings, as necessary, to complete  
40 a thorough and thoughtful review of each candidate.

- 41 (c) To ensure that all committee recommendations or decisions pertaining to renewal or tenure of  
42 the probationary faculty shall be made on the basis of a motion that is carried by a majority  
43 vote of those present and not abstaining.

44 1. The vote of each member on the renewal or tenure recommendation must be ascertained  
45 and recorded by name in the committee's minutes.

46 2. No absentee or proxy voting is allowed.

47 3. Ideally, all committee members will be physically present for the committee's delibera-  
48 tions. In exceptional cases, by majority vote of the committee members present, absent  
49 committee members may be considered present and eligible to vote by means of tele-

1 conferencing as long as they meet all other responsibilities, including the complete re-  
2 view of the candidate's documents, participation in the deliberations, etc.

3 (d) To take no votes on any motions for renewal until the committee has completed its thorough  
4 review and discussion of the complete record.

5 (e) To articulate clearly the rationale for all decisions or recommendations that are reached by  
6 formal committee action.

7 1. The committee must provide an analytical written critical evaluation of the probationary  
8 faculty member's performance.

9 2. It is not sufficient for a committee merely to refer to the votes that were taken and the  
10 categories of assessment.

11 3. The committee's obligation is fulfilled when it does the following: (a) conducts a critical  
12 evaluation of the probationary faculty member's record in each identified area, (b) pre-  
13 pares a written statement setting forth the committee's assessment of the probationary  
14 faculty member's progress toward tenure that identifies and discusses, if appropriate, any  
15 specific areas that need attention or improvement, and (c) approves a written statement  
16 that demonstrates both that the committee's deliberations were thorough and that the  
17 committee exercised informed professional judgment when it made the assessment of  
18 the qualifications (in each area) in light of the established criteria.

19 4. The committee's written statement in support of the recommendation or decision must be  
20 formally reviewed and approved by committee vote at a meeting. If there is a tie vote on  
21 the statement, the committee shall prepare and approve a report that reflects these di-  
22 vergent views.

23 5. Members of the committee not agreeing with the majority's recommendation or decision  
24 may file with the committee chair a brief signed written statement that expresses views  
25 that differ from those expressed by the committee. The chair shall include this information  
26 as an addendum to the report approved by majority vote of the committee. If the chair de-  
27 termines that the material submitted includes information that was not previously pre-  
28 sented to or discussed with the committee during the course of its deliberations, the chair  
29 shall also include an annotation to that effect.

30 (f) To hold and preserve in confidence the comments of each member in closed sessions.

31 1. The committee chair (or designee) has the sole responsibility to communicate information  
32 pertaining to the committee's deliberations with the probationary faculty member or other  
33 levels of review.

34 2. Confidentiality does not provide insulation from responsibility or accountability. The ac-  
35 tions of each member, and the committee as a whole, can be reviewed through appeal.

#### 36 **FAC 4.B.9. Constituency of the Initial Level of Review.**

37 (1) If the department is the initial level of review, the committee shall include all tenured members of  
38 the department, including the department chair, if tenured. An individual participating in the de-  
39 partmental review is disqualified from subsequently participating as a member of the college re-  
40 newal and tenure committee when the committee reviews the credentials of the candidate from  
41 the same department.

42 (2) If there are no tenured faculty in the department, the college renewal and tenure committee shall  
43 be the functional equivalent of the initial level of review.

44 (3) Subject to the requirement that all initial levels of review be comprised of no fewer than three per-  
45 sons, each college may establish rules for the constituency of the initial level of review. Unless the  
46 college's policies (approved by the college faculty, the Faculty Senate and the Chancellor) estab-  
47 lish another framework, the following conditions shall pertain to the initial level of review:

48 (a) If there is only one tenured faculty member in the department deliberating and voting, he or  
49 she shall be joined by the college renewal and tenure committee for the purpose of acting as  
50 the initial level of review, subject to the following considerations: (1) the member of the de-

1 department is entitled to one vote; and (2) the members of the college committee shall, in total,  
2 have two votes, with the vote of each individual member weighted to equal a proportionate  
3 share based on the number of college committee members participating (e.g., if there are  
4 seven members of the college committee, each participating individual shall be entitled to a  
5 2/7th vote).

6 (b) If there are two tenured faculty members in the department deliberating and voting, they shall  
7 be joined by the college renewal and tenure committee for the purpose of acting as the initial  
8 level of review, subject to the following considerations: (1) each member of the department is  
9 entitled to one vote; and (2) the members of the college committee shall, in total, have one  
10 vote, with the vote of each individual member weighted to equal a proportionate share based  
11 on the number of college committee members participating (e.g., if there are seven members  
12 of the college committee, each participating individual shall be entitled to a 1/7th vote).

13 (4) If the college renewal and tenure committee participates in the initial level of review, it does not  
14 subsequently act as the second level of review. The chair of the college renewal and tenure  
15 committee shall serve as the chair of this ad hoc committee.

16 **FAC 4.B.10. Additional Considerations.**

17 (1) All committee meetings shall be held in accordance with Open Meetings Law, section 19.81 of the  
18 *Wisconsin Statutes*.

19 (2) The initial level of review and the Chancellor make decisions on renewal and tenure considera-  
20 tions. All other levels of review make recommendations.

21 (3) All renewal/tenure materials shall be reviewed at successively higher levels as follows:

22 (a) Initial Level of Review.

23 1. Tenured members of the initial level of review shall carefully review evidence. The votes  
24 and specific reasons shall be recorded on the form provided by the Provost and Vice  
25 Chancellor's Office. Copies of the form, including the recommendation and rationale,  
26 shall be provided to the candidate for review as soon as possible, but in any case no later  
27 than three working days after the materials are completed.

28 2. Evidence presented to support professional and scholarly growth and service will be  
29 evaluated primarily at the departmental or initial level of review.

30 3. The materials under consideration shall then be forwarded (a) to the college committee if  
31 the vote is for renewal, or (b) directly to the Provost and Vice Chancellor if the vote is for  
32 nonrenewal. If the vote is for nonrenewal, the review process will end and the Provost  
33 and Vice Chancellor shall inform the Chancellor of the nonrenewal decision.

34 (b) College Committee.

35 The college committee shall consist of elected tenured members of the college (exclusive of  
36 those holding limited appointment as Assistant Deans and above) and an affirmative action  
37 representative (non-voting) designated by the University Director of Equity and Affirmative  
38 Action. The committee shall vote to recommend renewal or nonrenewal, record the vote and  
39 specific reasons on the form provided and forward the materials to the Dean. Members of  
40 such committees shall not participate in the vote or discussion of a faculty candidate with  
41 other members if they have already had the opportunity to do so at the initial level. If the col-  
42 lege committee is the initial level of review, copies of the form, including the recommendation  
43 and rationale, shall be provided to the candidate for review as soon as possible, but in any  
44 case no later than three working days after the materials are completed. The materials shall  
45 then be forwarded to the Dean.

46 (c) College Dean.

47 The Dean shall record his/her recommendation for renewal or nonrenewal together with the  
48 specific reasons and forward the materials to the Provost and Vice Chancellor.

49 (d) Provost and Vice Chancellor.

1 The Provost and Vice Chancellor shall recommend on renewal for all probationary faculty  
2 who have the positive support of the initial level of review. The Provost and Vice Chancellor  
3 shall record the recommendation together with the specific reasons. If the recommendation is  
4 for nonrenewal, a reconsideration and appeal process will ensue, if requested by the proba-  
5 tionary faculty member. In the case of an appeal of the recommendation of the Provost and  
6 Vice Chancellor, the Chancellor shall be called upon to receive and consider the report of the  
7 Faculty Senate Hearing Subcommittee before making a decision on that report.

8 (e) Chancellor.

9 The Chancellor will decide on renewal/nonrenewal for all probationary faculty who have the  
10 positive support of the initial level of review and the Provost and Vice Chancellor. The Chan-  
11 cellor will also decide on renewal/tenure for all who appeal a negative recommendation of the  
12 Provost and Vice Chancellor. The faculty member shall have the right to reconsideration and  
13 appeal, as provided in these rules.

14 (4) The Chancellor shall inform all probationary faculty, in writing, of renewal or nonrenewal by the  
15 appropriate date. Upon written request by the faculty member, written reasons for nonrenewal will  
16 be provided by the Chancellor as provided in the procedures for reconsideration.

17 (5) Limited Appointments. Individuals serving in limited appointments who also hold concurrent fac-  
18 ulty appointments and who teach half-time or more shall be acted on for renewal/nonrenewal by  
19 all supervisors, the Provost and Vice Chancellor, and Chancellor for the non-teaching assign-  
20 ment. The teaching portion of the assignment, if half-time or more, shall be subject to the review  
21 process found above. Tenure decisions will be made using the regular procedures.

22 (6) When the initial level of review has determined that renewal or tenure should be granted, the  
23 Chancellor's decision to deny renewal or tenure is subject to the campus-based reconsideration  
24 and appeals process.