

**UNIVERSITY COMMITTEE ON TENURE AND PROMOTIONS  
ANNUAL REPORT  
2008-2009**

The University Committee on Tenure and Promotions (UCTP) met during 2008-2009 on Wednesdays at 4pm in McCutcheon House. In addition to reviewing 67 tenure and promotion files, the committee reviewed 3 revised criteria and evaluated the “phase III” electronic submission process.

**Meetings**

**Fall 2008**

September 10, 2008: Full UCTP - Organization meeting  
 October 15, 2008: Panel meetings on mid-year files  
 October 22, 2008: Full UCTP meeting to discuss mid-year files  
 December 10: Full UCTP - Organizational meeting for spring and discussion of criteria

**Spring 2009**

January 21: Panel meetings on regular year files - Wave I  
 January 28: Full UCTP meeting on regular year files - Wave I  
 February 11: Panel meetings on regular year files - Wave II  
 February 18: Full UCTP meeting on regular year files - Wave II  
 February 25: Panel meetings on regular year files - Wave III  
 March 4: Full UCTP meeting on regular year files - Wave III  
 April 1: Panel meetings on regular year files - Wave IV  
 April 8: Full UCTP meeting on regular year files - Wave IV  
 April 15: Full UCTP – Discussion of criteria, discussion of files to be discussed with President, nominations, electronic submission update, elections  
 April 28: Full UCTP meeting with President Pastides, Provost Moore and Vice-Provost Curtis to discuss disputed files.

The committee also held a training session on September 22, 4pm in Thomas Cooper Library to learn about the assessment of files and voting on Blackboard.

Meetings lasted from one to over three hours.

**Panels**

The 24 members of the UCTP were split into three panels for the purpose of tenure and promotion file review. Panels I and II were also responsible for criteria review. Each panel was split into workgroups of three members who worked with the unit submitting the revised criteria (see below). Panel 3 was responsible for internal rules and nominations. Normally, panel 3 takes on the task of reviewing and presenting mid-year files. However, in 2008-09, there was a larger than usual number of such files (10) and these were therefore divided among the three panels as normally occurs with the regular waves of files.

The following served as panel chairs:

- Panel 1: Dr Phil Lacy (Law)
- Panel 2: Dr Reginald Bain (Music)
- Panel 3: Dr Edward Dickey (Education)

### **Criteria Review**

The chair of the sub-committee reviewing unit criteria was Dr. Miriam Freeman (Social Work)

The UCTP Subcommittee on Criteria and Procedures reviewed three sets of proposed criteria this year. The following summarizes the outcomes regarding these criteria:

#### ***1. International Business Department, Moore School of Business***

These criteria came before UCTP in 2007-2008 and were assigned to a work group which suggested revisions that went back to the unit. The unit subsequently responded that they believed they had made the revisions as requested. The workgroup did not agree that the unit had made requested revisions but the year ended before these could be brought to full UCTP.

Dr Freeman brought these criteria to UCTP again in Fall 2008. The committee sent them back to the unit for further work. Drs. Hunt and Freeman met with unit chair, Kendall Roth, and unit T&P Chair, Chuck Kwok, to discuss revisions. UCTP is asking IBD to provide concrete definitions of outstanding, strong, satisfactory, marginal and unsatisfactory, with specific, concrete statements defining activities or products associated with each of these terms. The unit has decided to wait before submitting further revisions.

#### ***2. School of Medicine, Basic Sciences***

The UCTP discussed the revised criteria at its December 10 meeting and voted to return them to the unit for minor modifications. After approval of the modifications by the unit, UCTP approved the new criteria. A letter of approval was sent to interim Provost Moore and School of Medicine Dean DiPette with a copy to Richard Hunt on April 16, 2008.

#### ***3. Arnold School of Public Health***

UCTP approved the revised criteria in April 2009. A letter was sent to Interim Provost Moore and ASPH Interim Dean G. Thomas Chandler with copy to Richard Hunt on April 23, 2009.

The UCTP voted to keep a record of criteria that require revision (see below).

### **File review**

A new system of file review was instituted in 2009. This allowed files to be read on Blackboard and votes with justifications to be posted to Blackboard. Committee members had the option of reading paper copies of files and submitting their votes/justifications on paper if desired.

**Mid year files**

The committee considered 10 mid year files (one later withdrawn) and agreed with the Provost on all but one case involving tenure and promotion to Professor. The committee supported both tenure and promotion while the Provost did not support promotion. The President agreed with the Provost. The case was appealed to the grievance committee who agreed with the position of the UCTP.

**Full year files**

An additional 57 tenure and/or promotion cases were considered in spring 2009. As in previous years, the files were divided into four "waves" intended to arrive at the UCTP office at two weekly intervals. Problems with the review of files before receipt by the UCTP, however, resulted in the postponement of the final wave of files.

For each "wave" the chair assigned the files to each of the three panels and the panel chair assigned one panel member to present the file to the panel and subsequently to the full UCTP. The panels considered the files as a group and discuss the files in detail. The following week, the entire UCTP discussed all files in the "wave". UCTP members then had two further days to write their justification and vote via Blackboard.

**Disposition of files (mid year and full year)**

The number of files on which the UCTP agreed or disagreed with the Provost were:

	Promotion	Tenure
Total number of files	62*	48*
Agreement	59	46
Disagreement	3	2

\*Includes one mid-year file withdrawn after UCTP consideration.

Of the three promotion files with which the UCTP disagreed with the Provost, the President agreed with UCTP on one and supported promotion. Of the two tenure files with which the UCTP disagreed with the Provost, the President agreed with the UCTP on one and supported tenure.

**Electronic Review**

A number of meetings were held concerning electronic review (phase III). The Provost was represented by Dr. Christine Curtis, Vice Provost for Faculty Development, Mitchell West (Information Resource Consultant) represented the Teaching & Technology Services of University Technology Services and Drs. Roger Dougall and Richard Hunt represented UCTP. Dr. Dougall designed a submission mechanism for tenure and promotion files that has been tested successfully and is based on the Blackboard platform. The electronic files are based on the currently used printable (phase II) documents and are submitted as pdf documents.

It was agreed that in the academic year 2009-2010, the electronic file submission mechanism would be used only for files originating in the College of Engineering and Dr. Dougal (Professor of Electrical Engineering) would hold a workshop for the College of Engineering Faculty. If successful, all tenure and promotion files will be submitted electronically in 2010.

### **Nominations and Elections**

The UCTP chair contacted a number of full Professors to request that they stand for election to UCTP. Nine full Professors agreed to stand for election and five were elected by vote of the faculty. The newly elected members of UCTP starting three year terms in fall 2009 are:

- Arlene Andrews, College of Social Work
- Drucilla Barker, Women's Studies Program
- Kwame Dawes, Department of English
- Mitchell Yell, Department of Educational Studies
- Lucia Pirisi-Creek, Department of Pathology, Microbiology, and Immunology

Dr. Katherine Chaddock has been elevated to the position of department chair. Dr. Ed Dickey, already serving a one-year appointment on UCTP, has graciously agreed to serve out the remainder of Dr. Chaddock's term. Dr. Shane Thye has also become department chair and nominations for a replacement will be solicited in due course.

At the final meeting on April 15, Dr. James Knapp (Department of Geological Sciences) was unanimously elected Chair of UCTP for the Academic year 2009-2010.

### **Closing remarks**

The academic year 2008-2009 was a busy one for the UCTP in view of the number of files and the delays that were experienced in the receipt of files from the Office of the Provost. This is likely get worse as the number of files anticipated to come up for consideration in the next few years increases. It has been estimated that the number of tenure and promotion decisions will grow dramatically in the next two to three years (from approaching 70 to around 120 by 2012). While electronic submission and review will and has made the work of UCTP more efficient, it is difficult to see how the increased number of files can be dealt by UCTP in its present structure.

The committee passed a motion requesting panels to note problems with criteria as files were reviewed and to report such problems to the chair of the UCTP. The panels identified a number of criteria that are in need of urgent review.

- *School of Journalism & Mass Communications*

The criteria of the School of Journalism & Mass Communications in the College of Mass Communications & Information Studies date from 1991 and are no longer compatible with the aspirations of a tier 1 research university.

- *Department of History*

The criteria of the Department of History are weak and poorly constructed. The criteria lack any quantitative measure for publications. To quote the panel report: "A long and

broad list of acceptable scholarship seems overly inclusive making it difficult to assess a "national and international reputation" when a candidate might have works in only one or two of the acceptable types of scholarship".

- *Library and Information Science*

The criteria state that the unit has "no doctoral level programs" when this is clearly not the case because one candidate was hired to lead the new doctoral program. The criteria seem consistent with one for a unit with no doctoral program as there is no quantitative metric related to scholarship.

The work that was accomplished this year was possible because the whole committee made a considerable effort, expending additional time, to overcome the problems of more and sometimes difficult files with frustrating delays in their arrival at the office. As chair of the UCTP, I extend my gratitude to my colleagues for their dedication to and enthusiasm for the important work of the committee.

Respectfully submitted,



Richard Hunt, UCTP Chair (School of Medicine)

*For the committee:*

Reginald Bain, Music (Chair, Panel 2)

Ed Dickey, Education (Chair, Panel 3)

Miriam Freeman, Social Work (Chair, Criteria Sub-committee)

Jerry Hilbish, Biological Sciences

Phil Lacy, Law (Chair, Panel 1)

Katherine Chaddock, Education (Chair, Internal Rules Sub-Committee)

Don Doyle, History

Larry Glickman, History

Lisa Eichhorn, Law

John Jensen, Geography

James Knapp, Geological Sciences

Sandra Kelly, Psychology

Audrey Korsgaard, Business

Michael Myrick, Chemistry and Biochemistry

Scott Price, Music

Shane Thye, Sociology  
Ralf Gothe, Physics and Astronomy  
Richard Hunt, Medicine  
Chun-Yau Kwok, Business  
Steven Blair, Public Health  
Roger Dougal, Engineering and Computing  
Kenneth Whitby, Political Science  
Suzanne McDermott, Medicine  
David Shields, English  
John Weidner, Engineering and Computing