

Action Items for Faculty Senate Meeting November 18, 2004

- 1.) The “Tenure When Ready” policy currently in practice shall be maintained. All tenure candidates shall be judged by the same standards irrespective of their tenure-accruing time at UF.
- 2.) The minimum number of external peer evaluation letters required for tenure review shall be **FIVE**.
- 3.) Colleges shall choose a maximum probationary period of either **SIX** or **SEVEN** years.
- 4.) The University of Florida tenure criteria shall be maintained. However, the university tenure and promotion guidelines shall not explicitly define “distinction.” Instead, each college shall identify the factors that constitute distinction in teaching, research, and service for each discipline and shall disseminate those to the faculty each year.
- 5.) A “Tenure Clock Stopping” policy shall be adopted by the University of Florida. The policy shall adhere to the basic tenets of Section 4.3 of the Joint Committee on Tenure Final Report that are summarized below.
 - I. No tenure earning time shall be accrued during a semester or year-long leave of absence or a reduced FTE appointment, **EXCEPT** when the primary purpose of the leave is to conduct research or as agreed to in writing by the Office of Academic Affairs and the faculty member at the time of approval of the leave.
 - II. It is presumed that all persons in a tenure-accruing rank shall be granted a one-year extension of the maximum probationary period for tenure under the following circumstances.
 - a) Child birth or child care for newly born, adopted, or legally fostered child(ren) by either the faculty member or his or her domestic partner, spouse, or immediate family member and for whom the faculty member has significant child care responsibilities.
 - b) Serious illness of the faculty member or of a member of his or her immediate family for whom the faculty member has significant responsibilities.

Immediate family member shall be defined, for purposes of this section, as: faculty member’s spouse or domestic partner, child, parent,

grandparent, grandchild, brother or sister (or spouse of any of them) of the faculty member or his/her spouse or domestic partner.

III. Extension for Extraordinary Circumstances: All persons in a tenure-accruing rank may request a one-year extension of the maximum probationary period for tenure for extraordinary circumstances where such an extension is reasonably necessary to allow the candidate to demonstrate professional excellence and a capacity for future academic productivity.

IV. The maximum extension of the probationary period for tenure that any person may obtain under a combination of circumstances identified in Sections II and III is limited to two years.

- 6.) The new university midterm review policy shall require that each tenure candidate prepare a standard tenure packet (without external letters) to be reviewed by the end of his/her third year of tenure-accruing service, and that he/she receive a written peer evaluation. Each college shall establish procedures for conducting the review, and the Provost's Office shall insure that each college's procedures are consistent with university guidelines. The written evaluation shall not be used in future tenure deliberations of the candidate.
- 7.) A junior faculty mentoring program shall be established. College units shall develop internal guidelines on mentoring consistent with university guidelines. The mentor or mentors shall provide at least an annual consultation to the tenure candidate. No college or university policy shall require a written assessment by the mentor.

Tabled at 11/18/2004 Meeting for Modification

- 8.) *College level tenure and promotion boards shall provide recorded individual assessments to the college deans as part of their fact finding and consultative role in the review of promotion and tenure cases. An individual assessment shall consist of a college tenure and promotion board member indicating whether or not the candidate meets the standards required for tenure and/or promotion within that college and that assessment shall become part of the tenure and promotion packet. The individual assessors shall not be identified in the tenure and promotion packet.*

- 9.) At least half of the faculty members serving on college tenure and promotion boards shall be selected via peer voting. Each college shall establish eligibility guidelines for voting and serving.