

INTEROFFICE MEMORANDUM
Michigan Technological University

Date: 20 April 2016

To: Academic Faculty

Cc: Jacqueline Huntoon, Provost
Glenn Mroz, President

From: Committee on Academic Tenure and Promotion (CATPR)
Audrey Mayer (Chair)

Re: Annual report for 2015

This is the report required by Sections 8.2 and 8.3 of the Tenure, Promotion, and Reappointment Procedures, Faculty Handbook Appendix I:

1. One appeal of tenure, promotion and reappointment was received by the Committee
2. The Committee did not recommend a new review of this appeal
The Committee did provide recommendations to the Provost to improve several areas of the tenure, promotion and reappointment process that were applicable to all units. These recommendations include:
 - a. Revise Appendix I of the Faculty Handbook to explicitly state that the University's criteria for promotion to Associate Professor is "progress towards national recognition", and for promotion to Full Professor is "achieved national recognition". These criteria are provided to external reviewers in a formatted letter from the Provost's office, provided to the Deans and Chairs.
 - b. All faculty below the rank of tenured Full Professor should receive written annual evaluations from their Chair or Dean, which are signed by the Chair or Dean and the faculty member.
 - c. All unit charters should have a clear process for deciding when and how the charter can be deviated from (e.g., a vote of the full faculty).
 - d. Deans and Chairs should provide guidance to TPR committees regarding their letters for binders, specifically that those letters should be of sufficient length and detail to allow the Intercollege and Interschool TPR committees to understand a) the candidate's binder within a disciplinary context, and b) the rationale for the unit TPR committee's recommendation. This applies to both positive and negative recommendations.
 - e. The Provost's letter to candidates receiving a negative decision should provide an overview for why that application failed (currently the candidate must request these details from the Provost).

3. The membership of the Committee that considered this appeal:
Paul Bergstrom
Sonia Goltz
Haiying Liu
Audrey Mayer
James Wood

4. The mechanism for submitting appeals of denial of tenure, promotion, and reappointment is found in the Faculty Handbook, Appendix I, Section 7.