



Office of the Provost and  
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**TO:** Richard Koubek, President

**FROM:** Jacqueline E. Huntoon, Provost & Senior Vice President for Academic Affairs

*Jacqueline E. Huntoon*

**COPY:** Andrew Storer, Interim Provost beginning 7/1/22

**DATE:** June 16, 2022

**SUBJECT:** Senate Proposal 20-22

Attached is Senate proposal 20-22, "Proposed College-level Tenure and Promotion Review Process," and a memo stating the Senate passed this proposal at their April 20, 2022 meeting. I have reviewed the proposal and discussed it with the University's General Counsel and Secretary to the Board of Trustees. As a result, I recommend approving the proposal with the following notes.

1. Any changes to the current tenure and promotion process must conform to Board Policy 6.4 Academic Tenure and Promotion.
2. Although the proposal describes how the charters of units may need to be modified, it is important to note that all charters are superseded by both the Faculty Handbook and Board of Trustees Policy.

Therefore, for any changes to the tenure and promotion process to be enacted via charters, it will be necessary to first modify the Faculty Handbook, specifically, Appendix I. Because those procedures exist to implement Board Policy 6.4, any changes to Appendix I should be reviewed and approved by the Board of Trustees prior to implementation because Board Policy 6.4 states: "The final decision regarding any interpretation of Board of Trustees Policy rests with the Board of Trustees." Further, Board Policy 6.4 indicates that "Adoption of any revision proposed to the Senate shall require approval by the University Senate, approval by a majority of the tenured and tenure-track faculty voting in a university-wide referendum, such vote to be conducted by the University Senate, followed by the approval of the Provost and University President. The University President will then forward the recommendation to the Board of Trustees for final approval. In every case, the final decision rests with the Board of Trustees."

Thus, the steps for updating the process will begin with proposed changes to Appendix I of the Faculty Handbook, which will be subjected to a university-wide referendum conducted by the University Senate. Following the referendum, assuming a positive outcome, the proposed changes must be reviewed and potentially approved by the University provost and president. Assuming approval by the provost and president, the proposed changes will be considered by the Board of Trustees. If the proposed changes are approved by the Board, the Faculty Handbook (Appendix I) can be updated. At that point, changes to charters can be made.

I concur   X   do not concur        with the provost's recommendation as stated in this memo.

Richard Koubek, President

6/16/22

Date



**Michigan Tech**

*University Senate*

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**DATE:** April 21, 2022  
**TO:** Richard Koubek, President  
**FROM:** Sam Sweitz  
University Senate President  
**SUBJECT:** Proposal 20-22  
**COPIES:** Jacqueline E. Huntoon, Provost & Senior VP for Academic Affairs

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At its meeting on April 20, 2022, the University Senate approved Proposal 20-22, "Proposed College-level Tenure and Promotion Review Process". Feel free to contact me if you have any questions.

# **The University Senate of Michigan Technological University**

## **Proposal 20-22**

(Voting Units: Academic)

### **Developing a College-level Tenure and Promotion Review Process**

Submitted by: Academic and Instructional Policy Committee in consultation with the Deans Council

#### **Proposal:**

In Fall Semester 2022, Michigan Tech will continue to use a hybrid system for faculty tenure and promotion review (TPR) committees in recently formed colleges. The University Senate will take up a full review of TPR policies and procedures during the 2022-2023 academic year to establish fair and consistent TPR practice for all colleges, including those with and without departments.

#### **Background:**

The tenure and promotion processes needs to be revisited in light of the formation of three new colleges during 2019-2020. During the transitional years, the university has continued operating under its historical tenure and promotion process. During this time:

1. Faculty from the College of Business and College of Forest Resources and Environmental Science and the faculty originally from the School of Technology continued to be reviewed by an "Inter-school" committee. Only a portion of faculty from the new College of Computing were reviewed by this committee.
2. Faculty who shifted from appointments in the College of Sciences and Arts into the College of Computing continued to be reviewed by their original College-level TPR committee.

It is not acceptable practice to have duplicate or overlapping processes for TPR review within a single unit. This causes problems in the allocation of responsibilities among faculty from different colleges, causes potential disparities among the review processes for faculty within a college, and otherwise provides for needless complications.

At the same time, simply forming a TPR committee within each of the new colleges also presents challenges. Where colleges do not have chartered departments with defined TPR processes, establishing a TPR committee at the college level removes a significant step in the processes that otherwise provides an intermediate step between the faculty and their dean.

Under current practice, these three colleges have TPR processes defined in this way:

1. The College of Business charter, approved January 24, 2022, provides that a college PTR committee reports to the college dean, who in turn communicates to the inter-college committee, which reports to the Provost (Sec III.D.1-3).
2. The College of Forest Resources and Environmental Management charter, approved October 27, 2020, also provides for the PTR committee to report to the college dean, who communicated with the Inter-college PTR committee, which reports to the Provost (Section 3.1.d.2).
3. The College of Computing has no charter. Of the two departments within the COC, Applied Computing does not yet have an approved charter. Computer Science is operating under the charter created when it was part of the College of Sciences and Arts, approved October 22<sup>nd</sup>, 2013. This charter defines the roles and responsibilities of the departmental TPR committee and the Department Chair in the PTR process, but does not explicitly define the articulation of these parties with the College-level TPR committee.

**Proposed Actions:**

During 2022-2023 Academic Year, these three colleges will continue to follow existing PTR practices. The University senate, in collaboration with the Deans' Council and the constituents of the three colleges, will review practices for TPR at peer-institutions that have schools without departments. The APIC will formulate recommendations for a consistent policy that reflects good practices for PTR, harmonizes the process among colleges, and provides appropriate protections for fair practice. Working collaboratively should allow the colleges to prepare amendments to their charters so that revised practices can be in place by the Fall of 2023.