




Office of the Provost and
Senior Vice President for Academic Affairs

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TO: Richard Koubek, President

FROM: Andrew Storer, Provost & Senior Vice President for Academic Affairs 

DATE: June 23, 2023

SUBJECT: Senate Proposal 1-23

Attached is an amended version of Senate proposal, 1-23, "Process for Joint Appointment Procedures for Tenure and Promotion Review," which addresses the modifications suggested by the administration in the memo signed April 11, 2023. I have reviewed the proposal and recommend approving this amended proposal.

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

Richard Koubek, President

6/29/2023

Date



Michigan Tech

University Senate

DATE: May 8, 2023
TO: Richard Koubek, President
FROM: Michael Mullins
University Senate President
SUBJECT: Proposal 1-23
COPIES: Andrew Storer, Provost & Senior VP for Academic Affairs

At its meeting on February 15, 2023, the University Senate approved Proposal 1-23, “Process for Joint Appointment Procedures for Tenure and Promotion Review” and as of April 5, 2023, the changes have been approved by the tenured and tenure track faculty through a referendum. Additionally, this proposal has been amended to reflect an editorial modification suggested by the administration in their response signed April 11, 2023. Feel free to contact me if you have any questions.

University Senate of Michigan Technological University
Proposal 1-23

(Voting Units: Academic)

Process for Joint Appointment Procedures for Tenure and Promotion Review

Introduced by: Academic and Instructional Policy Committee
Submitted to the Senate by: The Office of the Provost

Background:

Senate policy indicates that “Under no circumstances will an individual be considered, either simultaneously or sequentially, for tenure by more than one academic unit.” (Appendix I, Section 5.4.1). Jointly appointed faculty have a majority appointment (more than 50%) in the majority unit, and a minority appointment in the minority unit.

Proposed Action:

To provide consistency in joint appointment promotion procedures, the following process is proposed based on guidance received from the CATPR in 2019:

- a. The majority unit TPR committee, in writing, asks the chair of the minority unit for a letter with specific topics the letter should address, and with specific topics the letter should not address (Senate Procedure 712.1.1).
- b. The chair of the minority unit should seek and obtain input from the minority unit TPR committee and take that input into account when preparing the letter.
- c. The minority chair submits the letter, addressing the topics and adhering to the constraints, to the majority unit TPR committee for their consideration.
- d. The majority unit will provide the minority unit with a minimum of two weeks to prepare and submit their letter to the majority unit. This deadline should be timed no later than two weeks before the TPR recommendation is due to the Dean or majority unit Chair.
- e. The letter is not placed in the dossier; it is only reviewed by the majority unit TPR committee and used by that committee to inform their recommendation.
- f. In addition to the letter request, the majority unit is encouraged to solicit referees from the faculty member and minority unit that can speak to the body of work contributed to the minority unit.

Below is text that the majority chair would use to request the minority chair's letter.

Senate policy indicates that "Under no circumstances will an individual be considered, either simultaneously or sequentially, for tenure by more than one academic unit." (Appendix I, Section 5.4.1). Prof. X, with a joint appointment between our two units, is being considered this year for promotion to the rank of Associate Professor, with tenure. I am writing to seek your input to the evaluation process, in your position as the chair of the minority unit.

As part of our evaluation process, the [majority unit name] would appreciate your answers to the following questions:

- 1. What is your ~~opinion~~ assessment regarding Prof. X's teaching quality and/or effectiveness?*
- 2. What is your ~~opinion~~ assessment of the quality of Prof. X's scholarly contributions pertaining to the discipline of the minority unit? [Please **do not** comment on Prof. X's **overall** scholarly output]*

~~*What is your opinion of the quality of Prof. X's scholarly contributions? Please do not comment on Prof. X's overall scholarly output while at Michigan Tech.*~~

- 3. What is the nature and quality of Prof. X's university service contributions in [minority unit name]?*
- 4. What is your ~~opinion~~ assessment of Prof. X's external professional service contributions, both nationally and internationally, pertaining to the discipline of the minority unit? [Please **do not** comment on Prof. X's **overall** external professional service contributions]*

~~*What is your opinion of Prof. X's external professional service contributions, both nationally and internationally? Please do not comment on Prof. X's overall external professional service contributions while at Michigan Tech.*~~

The [unit name] and I appreciate your contribution of time and effort on Prof. X's behalf, and thank you in advance for your well-considered opinions. We recognize that the four questions place significant restrictions on the nature of your comments. Nevertheless, we feel that a more open-ended response would effectively amount to "simultaneous consideration" by more than one unit, which is not allowed under the university tenure and promotion policy.

Again, many thanks for your help.