

Proposed Changes to the Faculty Handbook

Incorporating College Promotion and Tenure Committee Guidelines into Section 3.6.5.E

The following Handbook changes incorporate the guidelines found on the Provost Website.
<https://www.auburn.edu/academic/provost/pdf/Deans%20-%20Guidelines%20for%20College-School%20Level%20Promotion%20and%20Tenure.pdf>

If there is a college committee, its members shall consist of at least one (depending on the size and variety of programs) nationally recognized scholar from each department/school in the college. The dean has the final decision on the number of representatives from each department. For new or replacement committee members, each department will forward two acceptable candidates for each committee position and the dean will select one to serve. Each candidate must have a proven record of scholarly/research excellence and must be tenured and preferably hold the rank of professor. The dean may appoint non-voting members to the committee with the approval of the provost. The dean or their representative will serve as a non-voting chair of the committee.

Individuals serving in an administrative position, including that of department head/chair, cannot serve on the committee. Voting members are limited to one three-year term with the possibility of renewal for a second three-year term. After two three-year terms a faculty member must rotate off the committee for at least three years.

The committee will review the dossier, letters, and the candidate's rebuttal (if submitted), and they will vote by secret ballot. The committee will write a summary letter that reflects the vote and represents all aspects of the discussion (majority and minority views) leading to that vote. The dean will also write an evaluative letter (that will count as his/her their vote) with an explicit recommendation for or against promotion and/or tenure. The dean shall communicate, in writing, the college committee vote and provide copies to the candidate of the college's and dean's letters. After reviewing the letters, the candidate has five working days to write a rebuttal if desired.