

ARTICLE VII. PROCEDURES FOR TENURE, PROMOTION,–(RE)APPOINTMENT, AND POST-TENURE REVIEW

Section 1. Tenure and Reappointment

The Department Chair shall annually appoint one or more peer review committees to make recommendations on reappointment for untenured faculty members, and on tenure for those who are eligible. To the extent possible, these committees shall be composed of both junior and senior tenured faculty members. These committees shall review ~~all~~ candidates for tenure or reappointment who are not candidates for promotion in the given year. The Department Chair shall appoint the chair of each committee.

Section 2. Promotion to Associate Professor

The Department Chair shall appoint a peer review committee and designate a committee chair for each candidate to be considered for promotion to Associate Professor. These Committees shall be composed of tenured Associate Professors and Professors in the Department of Chemical and Biomolecular Engineering. Each faculty member eligible for promotion to Associate Professor shall be given the opportunity of submitting his or her credentials for review. The committee shall also consider any tenure or reappointment questions for the faculty member.

Section 3. Promotion to Professor

The Department Chair shall appoint a peer review committee and designate a committee chair for each candidate to be considered for promotion to the rank of Professor. These Committees shall be composed of tenured Professors in the Department of Chemical and Biomolecular Engineering. Each faculty member eligible for promotion to Professor is given the opportunity to submit his or her credentials for review. The committee shall also consider any tenure or reappointment questions for the faculty member.

Section 4. General Procedures

Each committee shall be provided with material compiled by the faculty member under consideration in accordance with the latest version of the College of Engineering, Computing, and Applied Sciences “Guidelines for Tenure, Promotion and Reappointment”. Each committee shall use the college guidelines as criteria to evaluate the candidate, and evaluate the candidate’s file in accordance with the guidelines. The Department Chair shall make a separate recommendation, and both recommendations shall be reviewed with the affected faculty member. Both the recommendation of the committee and that of the Department Chair shall be forwarded to the Dean of Engineering and Science for each candidate under consideration. In order to provide consistency in the evaluation process, the Department Chair shall ensure that there is continuity of membership of the annual peer review committee of each individual under consideration.

Section 5. Appointment of New Faculty

When appointment of new tenure-track members to the Departmental Faculty is contemplated, a search-and-screening committee composed of three members of the Departmental Faculty shall be elected by the Departmental Faculty. The Department Chair may appoint additional members

and shall designate the chair. The credentials of all candidates shall be made available to the Departmental Faculty.

The search-and-screening committee shall present its recommendations for possible appointment, including proposed rank and tenure status to a meeting of the Departmental Faculty. Other members of the Departmental Faculty may make additional recommendations. Based on the recommendations and other information, the Departmental Faculty shall recommend to the Department Chair candidates for possible appointment.

If immediate tenure, a tenure probationary period of two years or less, or appointment at the rank of Associate Professor or higher is proposed, the Department Chair shall submit the candidate for evaluation by the regular tenure and promotion process.

In making a recommendation for an appointment to the Dean, the Department Chair shall indicate the extent of faculty support for the candidate and the recommended rank and tenure status of the candidate, including the recommendation of the Peer Review Committee, if required.