

Faculty Affairs Update

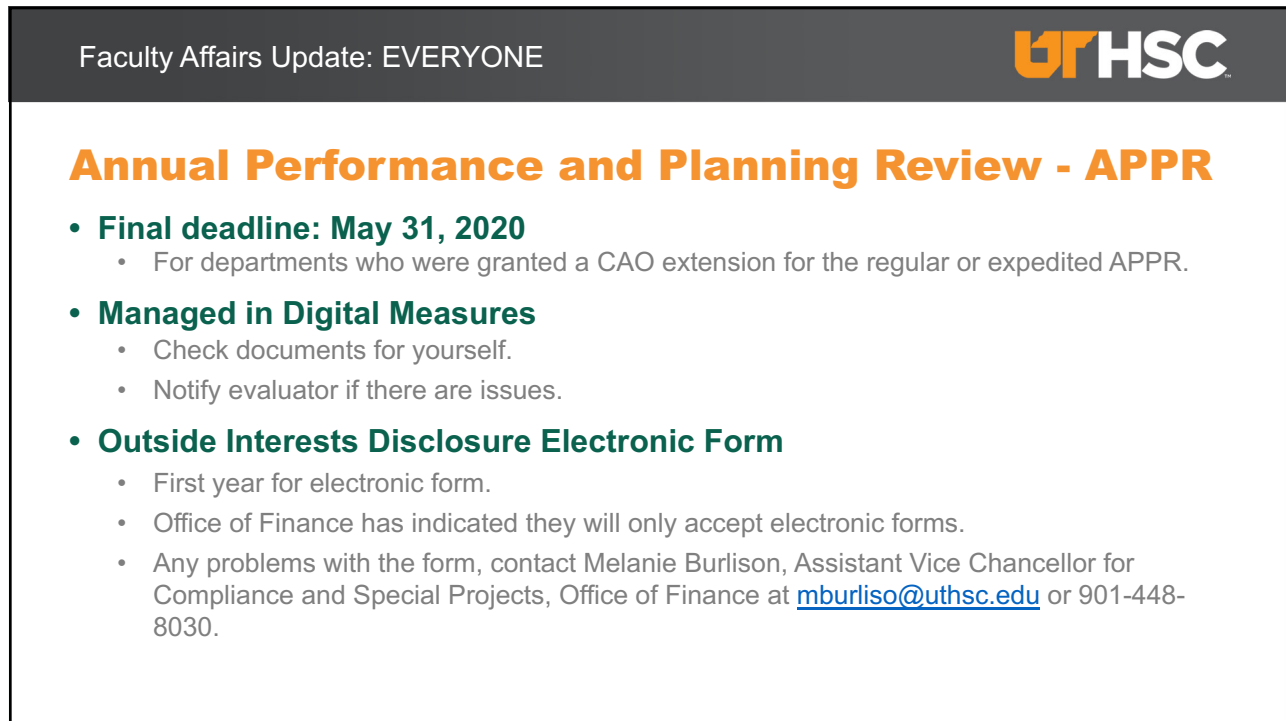
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**Something for Everyone**

Cindy Russell  
Associate Vice Chancellor,  
Faculty Affairs

- ❖ **For all faculty members**
  - Annual Review
  - Electronic Outside Interests Disclosure
  - Digital Measures
  - Faculty Handbook
- ❖ **For tenured faculty members**
  - Post-tenure Review
- ❖ **For tenure-track faculty members**
  - Tenure-track Extension Related to COVID-19
- ❖ **For faculty members under consideration in the 2019-2020 Promotion and Tenure Cycle**
  - Materials at UT System
  - Chancellor and Chief Academic Officer Letters/Memos
  - Official Notifications

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**Annual Performance and Planning Review - APPR**

- **Final deadline: May 31, 2020**
  - For departments who were granted a CAO extension for the regular or expedited APPR.
- **Managed in Digital Measures**
  - Check documents for yourself.
  - Notify evaluator if there are issues.
- **Outside Interests Disclosure Electronic Form**
  - First year for electronic form.
  - Office of Finance has indicated they will only accept electronic forms.
  - Any problems with the form, contact Melanie Burlison, Assistant Vice Chancellor for Compliance and Special Projects, Office of Finance at [mburliso@uthsc.edu](mailto:mburliso@uthsc.edu) or 901-448-8030.

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## Digital Measures

- **APPR**
  - Concluding this year's APPR and planning for a true workflow for the next APPR.
- **Web Profiles**
  - Launching once Information Technology Services and Communications and Marketing finish templates and behind-the-scenes work.
  - Only UTHSC-approved images will be used. If you don't already have an official UTHSC photo, arrange to obtain one by working with your department/college.
- **2020-2021 Promotion and Tenure Cycle**
  - Digital Measures will be used to initiate P&T in the upcoming cycle.
- **Feedback**
  - We will be seeking your feedback regarding what to retain as is, what requires editing, and what should be added in Digital Measures.

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## Faculty Handbook

- **Integrating already-approved material**
  - Post Tenure Review (Section 4.16.4).
  - Relationships with Students (Section 3.8.7).
  - Revisions in annual reviews from academic to calendar year (throughout).
  - Peer Review of Teaching (expanded Section 4.11.2.2).
  - Requesting early consideration for tenure (sentences in Section 4.8.1).
  - Interim Probationary Review (Section 4.14.3.3 and Appendix K).
- **Working on**
  - Obtaining UT System approval of Appendix B: Faculty Senate Bylaws.
  - Alterations in Extension of Probationary Period for tenure (¶ just before Section 4.8.2).
- **Section by Section**
  - Moving URLs out of the main body of the text to a separate page/document.

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## Post-Tenure Review

- PTR postponed for good cause by Chief Academic Officer
- This lessens the administrative load for
  - 30-50 tenured faculty members,
  - their department chairs, and
  - 3 tenured faculty/committee.

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## March 27, 2020 UT Board of Trustees' Changes to Tenure-track Probationary Period

- Revision of language for extension of probationary period
  - Added language supporting alternate reasons for probationary period extensions.
  - Streamlined approval for probationary period extensions.

- Revised language

For good cause that is either related to procedural error or results from a significant disruption of University operations that has impeded the faculty member's opportunity to conduct required research or other scholarly activity, teaching, and/or service, the University and a tenure track faculty member may agree in writing to extend a six-year probationary period for a maximum of two additional years. The proposed extension must be approved in advance by the chief academic officer, the Chancellor, and the vice president for academic affairs, ~~the President (or designee), and the General Counsel (or designee)~~

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Faculty Affairs Update: TENURE-TRACK faculty members



## March 27, 2020 UT Board of Trustees' Changes to Tenure-track Probationary Period

- **Broad authority granted to the Chancellor for tenure-track extensions related to the coronavirus pandemic**
  - Applies to everyone on tenure track at UTHSC as of March 27, 2020,
    - **except** it does not apply to any application for tenure that was pending on March 27, 2020,
    - **unless** any applications for early tenure in the current cycle are not supported, in which case it applies to those faculty members.
  - Allows for extensions of one year or two years in the probationary period.
  - A one-year extension would take the required six-year probationary period for tenure to seven years.
  - A faculty member may opt to not use the extension and, if opting to not use the extension they would not be considered as going up early for tenure.

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Faculty Affairs Update: TENURE-TRACK faculty members



## March 27, 2020 UT Board of Trustees' Changes to Tenure-track Probationary Period

The UTHSC process for implementing the Board of Trustees' Resolution 019-2020 (specifically, the Extension of the Probationary Period related to COVID-19) for faculty members were employed in a tenure-track position at the University of Tennessee Health Science Center on March 27, 2020 (the date of the Board's action) and are on tenure track as of the 2020-2021 tenure cycle:

- The Chancellor will automatically grant each such tenure-track faculty member an extension of one year of their probationary period due to the disruptions caused by the coronavirus crisis during 2020 unless the tenure track faculty member notifies the Chief Academic Officer (Dr. Lori Gonzalez, [lsqonz01@uthsc.edu](mailto:lsqonz01@uthsc.edu)) via email no later than December 31, 2020 that they do not wish to have an extension.
- Any such tenure-track faculty member who wishes to receive a second year extension of their probationary period due to the disruptions caused by the coronavirus crisis during 2020 will use the process as stated in the Board of Trustees revision to Article III, Section E.2 of Board Policy BT0006, specifically, 2. Extension of Probationary Period. This ensures that the usual process is employed: a tenure-track faculty member collaborating with the department chair and dean on a request for extension of the probationary period that is reviewed by the Chief Academic Officer, Chancellor, and the Vice President for Academic Affairs.

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## 2019-2020 Promotion and Tenure Cycle

- **Materials at UT System**

- Voting spreadsheets.
- Additional materials as required – full dossiers in some cases.

- **Chancellor and CAO Letters/Memos**

- Have been sent to everyone who received a positive recommendation for tenure and/or promotion at the campus (CAO and Chancellor) level.
- Haven't received yours? Notify [crussell@uthsc.edu](mailto:crussell@uthsc.edu) and we will check.

- **Official Notifications**

- Generally receive notification at/shortly after the June meeting of the Board of Trustees, scheduled for June 25/26.
- Last year we weren't notified until early July.
- We will let you know as soon as we know anything official.