

School of Social and Behavioral Health Sciences

Promotion and Tenure Committee By Laws

Approved June 09, 2011; Revision approved October 11, 2013

1. The Promotion and Tenure (P & T) Committee will review and provide recommendations on promotion and tenure and conduct mid-term and post-tenure reviews in the School. The committee will include people at the appropriate rank to evaluate each candidate's promotion and to represent the discipline of each candidate.
2. Committee membership includes two elected members from each program in the School: (a) health promotion and health behavior, (b) health management and policy, (c) human development and family sciences, and (d) Extension. Members from each program area must be tenured or eligible to vote on at least some of the candidates. In the program areas of Extension family and community health and youth development, at least one member of the committee must be a county faculty member.
3. In keeping with university policy, voting for committee members will be at the School level. All rank faculty are eligible to vote. Elections will take place annually in the spring to fill vacancies created by expiring terms or departures from the committee. Terms will begin on September 16. The committee members will elect a chairperson each year. Members will serve for three years. At the first election (2011), some members will be elected for less than three-year terms in order to stagger the membership. Members are eligible to serve consecutive terms. When vacancies occur outside of the normal election cycle, if possible, a special election will be held. When a special election is not practical, the Director (or Co-directors) may appoint a member to fill the vacancy. This appointed member will serve until the next regular election.
4. Every effort will be made to ensure that there is sufficient disciplinary expertise among committee members to fairly evaluate each candidate, including candidates for senior instructor. Where appropriate for reasons of relevant expertise and/or to meet University policy requiring a minimum of three voting-eligible members on a P & T committee, additional members can serve on the committee. The additional faculty member(s) may be from outside of the School, and will be appointed by the Director (or Co-Directors) in consultation with the P & T committee. In order to ensure representation for instructors seeking promotion to senior instructor, the annual elections will include the election of two senior instructors as ad hoc committee members. The elected senior instructors will only serve when there are instructor candidates being considered for promotion to senior instructor. Any ad hoc member's service will be for one year and this member will review and vote only on the applicant(s) for which his/her expertise was sought.