

School of Social and Behavioral Health Sciences

Promotion and Tenure Committee By-Laws

Approved by SOBE faculty December 17, 2019

1. The charge of the Promotion and Tenure (P & T) Committee is to 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. In keeping with university policy, voting for the SOBE P&T committee occurs at the school level. These by-laws assume and build upon the document, "Shared Principles for CPHHS P&T Committee," which addresses matters of eligibility, composition, election, and terms of service.
2. Representation is an important aspect of the school's committee membership. It should be composed of 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 (Family Community Health and 4-H combined). (An exception may include a situation in which there are not enough eligible faculty in a program to serve on the SOBE committee due to other committed terms of service to the College P & T Committee or to the limited current roster of faculty in a program at appropriate ranks.) Committee members from each program area must be tenured and eligible to vote on candidates for associate or professor ranks. Appropriate members of the Cascades campus and Portland Center should also be included in the ballot. In the program area of Extension, at least one of the elected representatives must be a county faculty member. For the SOBE election, the names of eligible candidates for the school ballot will provided by Extension program leaders to the school head.
3. All rank faculty are eligible to vote.
4. In order to ensure representation for instructors seeking promotion, the annual elections will include 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 senior instructor. Any ad hoc member's service is for one year, and these members will review and vote only on the applicant(s) for which their expertise was sought.
5. The committee members will elect a chairperson each year; the chair should be established soon after spring election (preferably by the end of the academic year) so that leadership and a meeting schedule is in place before the fall evaluation cycle begins. Although it is desirable to have consistent leadership for the course of a single academic year, it is possible for a new chair (or co-chairs) to be appointed for the spring cycle of midterm reviews.