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MEMORANDUM

TO: Heidi Anderson, Ph.D.
Associate Provost for Faculty Affairs

FROM: Tim Tracy, Ph.D.
Dean 

William Lubawy, Ph.D.
Faculty Secretary 

RE: Request for waiver from AR 2:1-1 VII B 5

DATE: August 24, 2010

At the Faculty Meeting of August 18, 2010 the faculty of the College of Pharmacy unanimously approved requesting a waiver from AR 2:1-1 VII B 5 in order to allow more optimal functioning of the college advisory committee i.e. the Appointment, Promotion and Tenure (APT) Committee. The waiver would allow members of the college APT Committee to forgo participation in the initial evaluation of faculty in their home department (academic unit). All members of the APT committee (even those from the same academic unit as the faculty member being considered for promotion or tenure) would participate fully at the College level to evaluate candidates for promotion and tenure.

The APT Committee in the college is composed of three faculty from each of the two departments, Pharmaceutical Sciences and Pharmacy Practice and Science. AR 2: 1-1 VII B 5 indicates "A member of a college advisory committee... shall be excluded from any participation in that committee's consideration of a recommendation initiating from the educational unit in which the faculty employee holds an academic appointment. He or she shall participate fully in the unit level evaluation of those candidates." In a small college such as Pharmacy, with only two departments, this is problematic. Effectively the three APT members from one department would always be evaluating dossiers of members of the other department, and vice versa. This situation not only has the potential to create conflict between the departments, but it also does not result in an optimal review of the candidates. The faculty are unanimously opposed to functioning in this manner.

Faculty of the College believe a far better approach would be to waive AR 2:1-1 VII B 5, not request input from the individuals in a department who are members of the college APT committee, and allow all six members of the college APT committee to fully participate in the development of recommendations from the committee. This memorandum therefore requests a waiver from AR 2:1-1 VII B 5 and permission to function with the procedure described above.