TO: Faculty of the University
FROM: John W. Oswald
REFERENCE: A Report on Policies and Procedures for Appointment, Promotions, Tenure and Merit

Sometime ago the University began a rather comprehensive undertaking. This task under the general direction of a trustee-faculty committee will eventuate in the codification and publication of revised governing regulations and a new administrative manual setting forth policies, regulations, and procedures which govern the University in matters of faculty, students, staff, educational programs, research and business.

A number of steps in the development of these policies, regulations and procedures have already been taken, with active faculty participation, and have been described in several separate memoranda.

In view of the fact, however, that the task is not yet completed and because, recently, questions have been raised concerning certain policies and procedures I should like to set forth in the ensuing pages a composite of information from the various memoranda which may not have reached all faculty members previously or may not have been
clearly interpreted. To be certain of its clarity, I have reviewed this document in advance with the Senate Council.

I propose in this communication to direct your attention to regulations, policies and procedures, surrounding the important matters of faculty appointments, promotion, tenure and merit, which have evolved through participation of various committees and the Senate Council.

Secondly, I shall point out, very briefly, the role of faculty and the role of certain administrators in furthering the efforts of this institution to achieve the goals which have been established and clearly focused upon in our Centennial year.
ROLE OF FACULTY IN REVIEW AND POLICY CHANGE

Review: Committee on Privilege and Tenure

As you well know, the faculty operates through the University Senate as set forth in the Governing Regulations. The President as chairman of this body may cause to be nominated, after consultation with and recommendation by the Senate Council, faculty members to various committees whose role is advisory, such as Area Advisory Committees. Another of the very important committees is the Committee on Privilege and Tenure appointed by the President upon the recommendation of the Senate Council. I urged the establishment of such a Senate committee not only to formalize the tenure hearing procedure but also to assure non-tenure faculty opportunity for hearings if they felt their privileges as stated in regulation and policy had been abrogated.

Appendix H sets forth certain policies and procedures which have been proposed to permit implementation of the role of this committee as set forth in the following charge:

"The Committee on Privilege and Tenure will consider matters that are referred to it by the President, the University Faculty (now University Senate), or individual staff members of the University. The President

*See Appendix G
will refer to this Committee all cases of appointment termination, for cause, of a faculty member during a limited appointment, all cases of non-renewal of a probationary appointment with less advance notice than specified by the Governing Regulations, all cases of allegation by a faculty member on a non-tenure appointment that a decision for non-reappointment abuses his privilege as a faculty member, and similar cases. The Committee may, upon request, advise individual staff members on the interpretation of University privilege and tenure regulations, with copies of the interpretations being sent to the Faculty Council (Senate Council), Chairman of the Department, the Dean, and the President. The Committee is also charged with making a continuing study of privilege and tenure regulations, making recommendations to the University Faculty (University Senate), and to the President."

Policy Change: Appraisal and Reformulation

The changes in policy and procedure which have been identified with the last biennium and are presently in operation have come only after serious and dedicated work by members of the faculty. Many,
APPENDIX D

MEMBERSHIP OF AREA ADVISORY COMMITTEES OF THE UNIVERSITY SENATE

I

BIOLOGICAL AND MEDICAL SCIENCES

Don Jacobson (C)
T. Z. Csaky
Harris Isbell
Ralph Weaver
J. G. Rodriguez

II

PHYSICAL SCIENCES

W. Royster (C)
Robert M. Drake
Ellis V. Brown
William MacQuown
Wendell DeMarcus

III

SOCIAL SCIENCES

Aubrey Brown (C)
Morris Cierley
Richard Butwell
Melvin DeFleur
Joseph L. Massie

IV

HUMANITIES AND ARTS

Arthur L. Cooke (C)
Phillip Duncan
George Gunther
Don Ringe
Almonte Howell