

Promotion, Tenure, and Reappointment

UConn's Core Values

- Recruit, develop, and retain outstanding faculty
- Pursuit of knowledge and discovery, with the understanding that faculty members have the right to academic freedom
- The University of Connecticut is dedicated to excellence demonstrated through national and international recognition. Through freedom of academic inquiry and expression, we create and disseminate knowledge by means of scholarly and creative achievements, graduate and professional education, and outreach

Faculty Categories

- We value all faculty and welcome different talents and areas of expertise. The PTR process and standards may differ based on your faculty title.
- **Tenure Track faculty** are usually appointed for a nine-month period and spend an average of seven years in the tenure-track before achieving tenure. Tenure track faculty are expected to participate in teaching, scholarship, and service in a balanced manner.
- **Non-Tenure Track faculty** encompasses Clinical Faculty, Cooperative Extension System Faculty, In-Residence Faculty, Research Faculty, and Lecturers. These faculty typically focus more heavily on an area of teaching, research, or service. These positions are neither eligible for tenure nor do they accumulate time toward tenure. NTT faculty must be appointed for six annual appointments before becoming eligible for three- or five-year multi-year contracts.

University Standards for Promotion, Tenure, and Reappointment

- **Teaching**
- **Scholarship**
- **Service**
- These factors are reviewed holistically to assess faculty performance and fitness for promotion, tenure, and reappointment
- The activity weight of each depends on the faculty member's rank, position, and departmental and school/college requirements
- Contributions from previous Universities will be considered, but the weight of the assessment will focus on contributions made at rank at UConn

University By-Laws

“Tenure and promotion in the professorial ranks will be granted only to persons of **outstanding achievement** consistent with standards expected of a top public research university. Specific evidence of **superior performance in scholarship and in teaching** is of primary importance. As a minimum standard for tenure and/or promotion, there must be evidence of **strong performance in both scholarship and teaching and superior achievement in at least one of these areas**. In addition, **other contributions to the University** will be considered” (University By-Laws, XIV.D.1).

“superior performance in scholarship...”

- Publications or creative and artistic products
 - Independent line of work that can be attributed to your intellectual or creative contributions
 - Provide evidence of productivity and impact that demonstrate impact on the field at current rank
 - Numbers and types vary among disciplines - Many departments outline specific standards in departmental PTR guidelines
 - Used to assess the quality of work produced (citations, impact factor, journal quality)

“superior performance in scholarship...”

- Publications or creative and artistic products
- Grants and Presentations
 - Demonstrate ability to secure funding for research
 - Indicator of the way in which others in your field view the work that you’re doing based on national review
 - Invitations to present reflect status and engagement in the field
 - Reflect on level of focus in work and engagement of multiple communities

“superior performance in... teaching”

- Teaching Effectiveness and Innovation/Creativity
 - Undergraduate and Graduate courses taught
 - Teaching innovations - new courses developed
 - Student Evaluation of Teaching Reports
 - SET+ to include peer observations, CETL observation, student letters, products, awards, model syllabi, teaching prizes, etc. More info here: <https://cetl.uconn.edu/set-plus/>
 - Evidence of broad assessment (beyond multiple choice tests/quizzes) and efforts to engage students
 - Undergraduate major advisees

“other contributions to the University”

- Service, Outreach, and Engagement
 - Department
 - School/College
 - University
 - National organizations
 - Civic/K-12/Arts
- Other contributions that do not fall into the specific criteria on scholarship and teaching

Promotion, Tenure, and Reappointment for Tenure- Track Faculty Members

Assistant Professor, Associate Professor, Professor

Tenure Review Cycle for Fall 2021 Hire

Year and Action	Review Level
2021: 1 st Year Reappointment	Dossiers are reviewed up to School/College only, informational items are reviewed by the Board of Trustees
2022: 2 nd Year Reappointment	Dossiers are reviewed up to School/College only, information items are reviewed by the Board of Trustees
2023: 3 rd Year Reappointment	Dossiers are reviewed up to School/College only, information items are reviewed by the Board of Trustees
2024: Pre-Tenure (Midpoint) Review	Dossiers are reviewed by the Provost Office to weigh whether the faculty member is on track for tenure and promotion and actions are approved by the Board of Trustees
2025: 5 th Year Reappointment	Dossiers are reviewed up to School/College only, information items are reviewed by the Board of Trustees
2026: Dossier Due for Tenure Review	Dossiers are reviewed by the Provost Office and actions are approved by the Board of Trustees
2027: Tenure Effective	

Tenure Credit at Hire

- Credit may be granted at hire to faculty members with outstanding contributions at a prior institution.
- Such credit will be expressly stated in the faculty member's appointment letter, and accurate tenure cycle dates will be provided.
- For example, a Fall 2021 hire with 2 years of credit at a prior institution would submit their dossier for Midpoint Review in Fall 2022, rather than Fall 2024.

Tenure Clock Adjustments

- Faculty with a qualifying FMLA medical leave are automatically granted a one-year extension of the tenure clock.
- Research leaves or leaves without pay may also extend the tenure clock, but must be discussed with the Dean, Provost, and HR.
- For the 2020-2021 cycle, upon request, tenure track faculty members were granted a one-year extension of the tenure clock for qualifying setbacks due to the Covid-19 pandemic.

Early Review

“Faculty who wish to be considered for promotion and tenure before the end of the probationary period will be evaluated by the same standards applied to faculty who have taken the full probationary period” (University Bylaws, XIV.C.4)

Dossier Requirements

- The faculty member will assemble a file containing their CV, teaching, research, engagement, and service information, and exhibits
- At least 5 external letters are to be solicited in the summer
 - Both the candidate and Department Head will suggest names
 - Writers are distinguished professors with no personal or professional relationship with the candidate

Promotion and Reappointment for Non- Tenure Track Faculty Members

Clinical Faculty, In-Residence Faculty, Research Faculty, Extension Faculty
Members, Lecturers (Article 13)

Dossier Requirements

- The faculty member will assemble a file containing their CV, teaching, research, engagement, and service information, and exhibits
- The CIRE form looks for narratives that give NTT faculty more longitude to demonstrate the contributions relative to the nature of their appointment (clinical, extension, research, etc.)
- At least 4 external letters are to be solicited in the summer
 - Both the candidate and Department Head will suggest names
 - Writers are distinguished professors with no personal or professional relationship with the candidate

Timeline

Departmental Review (September - October)

- The Departmental Advisory PTR Committee will consider the file, meet with stakeholders as needed, and vote on the case.
- The Department Head will independently summarize the file and send their recommendation and the recommendation of the Departmental PTR Advisory Committee to the Dean.
- Schools and Colleges that are not departmentalized (Nursing, Social Work) will bypass the departmental advisory committee and department head recommendation and will note as such on their dossier checklists.

School/College Review (October - November)

- The Dean's PTR Advisory Committee will consider the file, meet with stakeholders as needed, and vote on the case.
- The Dean will independently summarize the case and send their recommendation and the recommendation of the Departmental PTR Advisory Committee and Department Head to the Provost.
- A recommendation that is inconsistent with the department will be closely reviewed at the Provost level of review.

Provost Review (December - January)

- The Provost's Review Committee and Provost will review cases and render a final decision on the case.

Further Review and Appeal

- If a tenure and/or promotion decision cannot be made or if questions emerge, the Provost will refer the file to the Faculty Review Board (FRB) within 30 days. At any point in the process, the faculty member, Department Head, and Dean can also request a case be reviewed by the FRB.
- The FRB will conduct an independent review of the file and make a recommendation to the Provost. All recommendations on the case will be considered by the Provost, and the Provost will make a final recommendation.
- Any negative recommendation can be grieved to the Committee of Three. If the case is still contentious, the President and then the Board of Trustees will review.

Resources

- Office of the Provost:
<https://provost.uconn.edu/faculty-and-staff-resources/promotion-tenure-and-reappointment-2/>
- Center for Excellence in Teaching and Learning
<https://cetl.uconn.edu/for-faculty-2/>
- National Center for Faculty Development and Diversity
- By-Laws of the University of Connecticut
<https://policy.uconn.edu/2011/05/17/by-laws-of-the-university-of-connecticut/>
- Departmental Workload and PTR Guidelines
- School/College Workload and PTR Guidelines
- Faculty Leaves of Absence Guidelines
<https://hr.uconn.edu/faculty-leave-of-absence/>

Center for Excellence in Teaching and Learning

- Provide resources on pedagogy and teaching effectiveness, assessment and evaluation, and teaching technologies to help faculty work more effectively
- CETL provides general consultation services to all faculty. Consultants provide formative feedback on instructional methods, instructional design, presentation skills, observations and feedback, etc.

National Center for Faculty Development and Diversity (NCDD)

- Virtual program that supports faculty success with resources and programming designed to increase productivity, facilitate professional networking, and promote work-life balance.
- The Faculty Success Program is a 12-Week virtual bootcamp program designed to increase research productivity and enhance work-life balance using cognitive and behavioral strategies - 5-6 hour per week commitment with an optional 60-minute personal coaching session
- CETL provides free membership for all faculty and TAs