



Midtenure P&T Workshop Material

Friday, April 9, 2021
12:00 p.m.

Useful Links

UA Little Rock Policy 403.3: Annual Review of Faculty

<https://ualr.edu/policy/home/facstaff/annual-review-of-faculty/>

UA Little Rock Provost's Office Promotion and Tenure Guidelines document:

<https://ualr.edu/provost/academic-policies/pt/>

University of Arkansas System Board Policy 405.1

APPOINTMENTS, PROMOTION, TENURE, NON-REAPPOINTMENT, AND DISMISSAL OF FACULTY:

<https://www.uasys.edu/wp-content/uploads/sites/16/2018/04/405.1-Appts-Promotion-Tenure-etc.pdf>

UA Little Rock Policy 403.15: Promotion and Tenure

<https://ualr.edu/policy/home/facstaff/promotion-and-tenure/>

UA Little Rock Policy 403.20: Faculty Roles and Rewards I: Tenure Track

<https://ualr.edu/policy/home/facstaff/faculty-roles-and-rewards-i/>

UA Little Rock Policy 403.23: Faculty Roles and Rewards II: Non-Tenure Track

<https://ualr.edu/policy/home/facstaff/faculty-roles-and-rewards-ii/>

UA Little Rock Provost's Office Depository of Governance Documents

<https://ualr.edu/provost/governance-documents/>

(Documents are organized by old and current college structures).

UALR Promotion and Tenure Instructions & Checklist

<https://drive.google.com/file/d/1f8ssNSehCzbs-VKDrRgPGsoPSD514jEj/view>

P&T Timeline Map

1. Annual review of each faculty member provides the primary basis for the chairperson's recommendations relating to salary, promotion, granting of tenure, successive appointment, non-reappointment, post-tenure review, and dismissal. Furthermore, this review is to provide guidance and assistance to all faculty in their professional development and academic responsibilities in the areas of teaching, scholarly and creative activity, and service.
 - a. The probationary period for tenure-track faculty may not extend beyond seven years, unless the faculty member receives approval for suspending the probationary period. ... Typically, an early tenure review occurs when the faculty member has been in a tenure-track position before being hired by UA Little Rock; the terms for an early tenure-review should be written into the faculty member's letter of appointment. (405.15.2)
 - b. Evaluation of promotion and tenure applications is based on written departmental guidelines (405.15.3)
 - c. A mid-tenure review by the departmental Promotion and Tenure Committee (PTC), the department chair, and the employee is mandatory. The review, typically completed by May 15 at the end of the third year in rank, will follow procedures delineated in the departmental and college policies. ... After the review has been completed, the PTC will send a report to the chair. The chair will meet with the faculty member to answer questions about the review and then forward the report with a cover letter to the dean. (405.3.A.)
2. Recommendations for tenure and promotion shall originate with the Chair who will inform the faculty members who are being considered for tenure or promotion and shall give them the opportunity to submit material in support of the change in status for which they are being considered. (See Board of Trustees policy 405.1, Sections III and IV A5.) An Annual Memo, with specific due dates, is sent out in the fall to all Deans and Associate Deans.
 - a. Beginning of Fall Semester
3. Faculty submit Promotion and Tenure materials to Department Promotion and Tenure Committee.
 - a. October
4. Department Promotion and Tenure Committee submits recommendations to Department Chair.
 - a. November
5. Department Chair forwards recommendations to Dean.
 - a. End of November
6. Dean forwards recommendations to Provost.
 - a. Beginning of Spring Semester
7. Provost forwards recommendations to Chancellor.
8. Chancellor forwards recommendations to President.
9. President reviews recommendations for tenure. Tenure awarded or denied.
10. President submits recommendations for promotion to Board of Trustees.
11. Board of Trustees acts on recommendations for promotion. Promotion awarded or denied.