

FY-19 STANDARDS AND PROCEDURES FOR PROMOTION AND TENURE (SPPT)
Final Report
Submitted May 9, 2019

Committee Members: Jason Matejkowski, Social Welfare (Chair); Melanie DeRousse, Law; Claudia Dozier, Applied Behavioral Science; Bruce Frey, Educational Psychology; Anil Misra, Civil, Environmental and Architectural Engineering

Ex-officio: Shawn Alexander, FacEx Representative and Chris Brown, Vice Provost, Faculty Development

The committee met three times during the fall semester (September 19, October 24, and December 5, 2018) and four times in the spring semester (February 13, March 7, April 10, and May 8, 2019). Minutes of all meetings have been submitted to University Governance. The Committee's activities are summarized below.

1. Standing Charges 1 and 2: The committee reviewed the promotion and tenure procedures and policies documents for the following units.

- School of Law, Approved September 19, 2018
- Department of Economics, Approved October 24, 2018
- Department of Speech-Language-Hearing: Sciences and Disorders (SPLH), Approved October 24, 2018
- Department of Anthropology, Requested changes, March 5, 2019
- Applied English Center, Requested changes, February 22, 2019
- Department of Architecture, Requested changes, April 15, 2019
- Pharmaceutical Chemistry, Requested changes, May 6, 2019
- Department of Curriculum and Teaching, Approved April 10, 2019
- Department of Educational Leadership and Policy Studies, Approved March 7, 2019
- Department of Educational Psychology, Approved April 10, 2019
- Department of Health, Sport, and Exercise Sciences, Approved March 7, 2019
- Department of Special Education, Approved April 10, 2019
- School of Education, Approved March 7, 2019
- Department of Design, Requested changes, April 15, 2019
- College of Liberal Arts and Sciences, Approved April 10, 2019

2. Standing Charges 3, 4 and 5:

- The SPPT Committee sent a letter to the heads of all units in the University through email on November 16, requesting them to provide one of the following responses:
 - _____ *There have been no changes or only technical changes to the promotion and tenure criteria, standards, guidelines or procedures for units within my authority since their last approval by SPPT.*
 - _____ *The attached document(s) show the nontechnical changes in **previously approved** criteria, standards, guidelines or procedures for units within my authority that need review and approval by the SPPT Committee. Changes are identified using the track changes option in Word.*
 - _____ *The attached documents are the proposed promotion and tenure criteria, standards, guidelines or procedures for **new programs** in units within my authority that involve faculty or the equivalent who may be reviewed for promotion and/or tenure in the future.*

_____ *The attached document identifies programs that are no longer involved in faculty promotion and tenure decisions.*

The following query applies only to those departments and programs within the College of Liberal Arts and Sciences: *In 2017 SPPT approved changes to the College's template for member departments and programs to incorporate into their policies and procedures related to promotion and tenure. Please choose the statement or statements below that apply to the units under your authority:*

_____ *The units within my authority incorporated the College's template with no changes to the template or with only technical changes that do not require review by SPPT.*

_____ *The attached document(s) show the nontechnical changes to the College's template for units within my authority that need review and approval by the SPPT Committee. Changes are identified using the track changes option in Word.*

_____ *The units within my authority did not incorporate the College's template into their policies and procedures related to promotion and tenure.*

- In addition, the following notice was sent to units who had no P&T policy listed in the KU Policy Library.

During our annual review, the Committee noticed that the unit you oversee does not have a promotion and tenure policy posted in the KU Policy Library. As such, the Committee requests you submit your relevant promotion and tenure policies along with an indication of last approval by SPPT, or indicate that you fall under your schools Promotion and Tenure Policy. Materials can be emailed to Kathy Reed at: kreed@ku.edu.

- In addition, the following notice was sent to units that, according to the KU Policy Library, had not had their P&T policy reviewed by SPPT in the past five years.

During our annual review of promotion and tenure policies posted in the KU Policy Library, the Committee noticed that the unit you oversee has not had its promotion and tenure policies reviewed within the past five years. As Article VI has been amended several times during this period, the Committee requests you submit your relevant promotion and tenure policies for review by SPPT. Materials can be emailed to Kathy Reed at: kreed@ku.edu.

We received 64 responses to these email queries. Five units reported they had changes 'in progress' and would submit following unit review. Aside from the 15 units listed in item one above, 44 responses indicated no changes or only technical changes that did not necessitate SPPT review. The SPPT committee tracks these responses and dates of most recent reviews via internal documentation.

3. FY19 Specific Charge: Work with the Vice Provost for Faculty Development on changes to software and systems used to record faculty progress and to prepare promotion and tenure dossiers.

- Per discussion with Vice Provost for Faculty Development, there is no specific action required of this Committee related to this charge at this time.

4. FY19 Specific Charge: Work with Units that have Unclassified Academic Staff, to development promotion and tenure criteria.

- The following language in bold was added to the email message described in item two above: *Article VI applies to all promotion and tenure decisions involving members of the faculty of the University of Kansas. **Unclassified academic staff who hold faculty equivalent rank are evaluated for promotion in rank pursuant to this article** and references to faculty in Article VI include unclassified academic staff to the extent they are evaluated for promotion using the standards and procedures of this article, with due regard for their distinctive roles and professional responsibilities.*

5. Update of Initial Checklist Tool.

- The committee utilizes a checklist to identify whether unit promotion and tenure policies comport with the standards and procedures in Faculty Senate Rules and Regulations Article VI. The committee undertook a review of the checklist to identify potential changes that could be made to improve clarity and to ensure it includes all aspects outlined in Article VI. Suggested changes were submitted for approval, via Kathy Reed, to FacEx on May 9, 2019.

6. Recommendation for SPPT Chair

- The committee voted on who to recommend to FacEx to serve the next one-year term as Chair of SPPT. Results of the voting were: Professor Melanie DeRousse

Respectfully submitted,

A handwritten signature in black ink, appearing to read "Jason Matejkowski". The signature is fluid and cursive, with a long horizontal stroke extending to the right.

Jason Matejkowski, Chair SPPT