University Committee on Tenure and Promotion (UCTP) Annual Report for 2013-2014

August 12, 2014

1 Introduction

This document is the final report of the 2013-2014 University Committee of Tenure and Promotion (UCTP). It enumerates and describes the activities of the committee during its term from August 16, 2013 to August 15, 2014. During the academic year (Fall and Spring semesters), the UCTP met on most Wednesdays from 3-5PM at Room 204 of the Thomas Cooper Library. It was chaired by Edsel Peña of the Department of Statistics, College of Arts and Sciences.

2 Membership

2.1 Committee Members

The members of the 2013-2014 UCTP are enumerated in Table 1 on page 6. Some remarks regarding UCTP membership. A workgroup membership denoted by "X" means that member is in the Internal Rules subcommittee, hence is not a member of a workgroup. Dennis Poole replaced Marianne Bickle when the latter had to leave UCTP due to an administrative appointment. William Brown was elected to a three-year term, but prior to his election he had already served one-year at UCTP as a replacement. By Faculty Manual and UCTP Rules, he could not serve a fourth year. Joshua Tebbs, who has served for two years at UCTP, was elected to serve out Brown's supposed last year at UCTP. Kathy Scharer had to leave UCTP in December 2013 due to medical reasons and her retirement in May 2014. Thus, an election was held to determine her replacement. David Miller narrowly won election over Cary Mock, but Miller had a schedule conflict during Spring semester. Mock therefore served in his place for Spring and Summer terms. Miller will continue as a UCTP member starting Fall 2014 and will have a one-year term.

2.2 Panel Memberships

The 24 members of the UCTP were assigned to three panels, with the panels, each consisting of eight members, given the task of reviewing tenure and/or promotion files. Members of these panels are indicated by the third column in Table 1. Panel 1 was chaired by Ken Shimizu; Panel 2 was chaired by Donna Richter; and Panel 3 was chaired by Joshua Tebbs. When D. Richter retired at the end of April 2014, Paul MacKenzie took over as chair of Panel 2.

2.3 Subcommittees

UCTP consists of four standing subcommittees. The Internal Rules Subcommittee consisting of eight members was chaired by Cynthia Davis. The Criteria and Procedures Subcommittee was chaired by William Brown. The Internal Nominations Subcommittee consisting of all panel chairs and subcommittee chairs was chaired by Edsel Peña, while the Nominations Subcommittee consisting of all outgoing members and the Faculty Senate Steering Committee was chaired by Edsel Peña.

2.4 Work Groups

The Chair of the Criteria and Procedures Subcommittee (W. Brown) also oversaw the workings of five workgroups. Members of these workgroups are those in Panels 1 and 2, and specific memberships in the workgroups are indicated by the letters (A to E) in the fourth column of Table 1. These workgroups were in-charge of examining revisions of unit criteria and procedures. Unit Criteria and Procedures that were **APPROVED** by the UCTP are as follows:

1. Department of Philosophy.

2. Department of Political Science.

3. Department of Educational Studies.

4. Department of Physics and Astronomy.

5. Department of Sociology.

6. School of Accounting.

7. School of Medicine at Greenville.

Unit Criteria and Procedures that were examined by UCTP and currently under revision by the unit, hence **CURRENTLY PENDING**, are as follows:

1. College of Pharmacy.

2. Department of Biological Sciences.

3. School of Music.

3   T & P Candidates Discussed and Voted On

The UCTP is charged with reviewing tenure and promotion applications, and then voting FOR or AGAINST the application after the committee's full review of the file. The vote total of the UCTP membership constitutes the UCTP's recommendation to the President of the University regarding a tenure and/or promotion application. During Fall semester, UCTP reviewed and voted on 29 T & P applications; while during Spring semester, UCTP reviewed and voted on 50 T & P applications. During Fall semester, UCTP's recommendations disagreed with the Provost's recommendations in four cases; while during Spring semester, UCTP's recommendations disagreed with the Provost's recommendations in four cases. For cases where the UCTP's and Provost's recommendations were different, the UCTP, Provost, and President met and discussed the cases prior to the President making his final decisions.

4   Other Activities

4.1   Revising Golden Rod

Under the leadership of Cynthia Davis, Internal Rules Subcommittee chairperson, UCTP undertook the much-needed revision of the UCTP Guidelines and Procedures, the so-called Golden Rod. UCTP split this document into two documents. The first document, entitled *UCTP Guidelines for Units: Preparing Criteria and Files*, is intended for units and faculty. It provides guidelines for the preparation and handling of tenure and promotion files and applications. The second document, entitled *Internal Rules and Procedures*, is a UCTP internal document which provides guidelines in the manner in which UCTP should conduct its proceedings and business.

4.2   Teaching Summaries and Evaluations

Still spear-headed by the Internal Rules Subcommittee, UCTP also undertook an amendment of a memorandum sent by the UCTP and the Provost's Office in June 2012 regarding the manner in which teaching summaries should be presented in tenure and promotion applications. With active consultations and discussions with the Provost and the Provost's Office, the UCTP and the Provost agreed on an amended document which provides more leeway to units and faculty in the manner in which teaching summaries should be presented and formatted in T & P applications.

In conjunction with this matter, UCTP, specifically the Internal Rules Subcommittee, discussed extensively the role of teaching evaluations in tenure and promotion applications.

There is agreement that there is an urgent need to re-examine, by the appropriate university committees, the use of student and peer teaching evaluations in tenure and promotion matters.

4.3 CAS Memo on Joint Appointments

The Internal Rules Subcommittee also examined and made comments and suggestions on a draft memorandum by the Dean of the College of Arts and Sciences concerning joint appointments among different university units. The College of Arts and Sciences is currently in the process of incorporating changes and comments in this draft memorandum. The next UCTP (2014-2015) is expected to examine the revised memorandum.

4.4 Presentations

The UCTP Chair gave a talk to new faculty regarding tenure and promotion issues at the university at the beginning of Fall 2013 semester. Furthermore, together with colleagues Cynthia Davis, Satish Jayachandran, former UCTP Chair Don Jordan, and Faculty Senate Chair James Knapp, the UCTP Chair conducted a workshop during Spring semester to faculty who will be applying for tenure and/or promotion and to T & P unit chairs regarding tenure and promotion procedures for the upcoming academic year.

5 UCTP Election

The UCTP Nominations Committee came up with a slate of 10 full professor candidates for the election to determine the five elected members who will have three-year terms in the UCTP. The election was held from early April to early May. Unfortunately, after the election, the top two vote-getters [Sarah Baxter of Engineering and Computing; Peggy Hewlett of Nursing] could not after all serve at the UCTP. The first one (Baxter) decided to accept a full professor position in another university during summer, while the other (Hewlett) begged off service in the UCTP due to health reasons this summer. The sixth highest vote-getter [Manton Matthews of Engineering and Computing] could not serve either since he was appointed to an administrative position in his College this summer. In consideration of these constraints, the newly-elected members who will be serving three-year terms at the UCTP starting August 2014 are:

1. Bonnie Drewniany (Journalism and Mass Communications).

2. L. Allan James (AS/Geography).

3. Alan Waldman (AS/Biological Sciences).

4. Venkat Laksmi (AS/Earth and Ocean Sciences).

5. To be decided at start of Fall Semester by UCTP 2014-2015.

6 Incoming UCTP Chair

During the penultimate meeting of the UCTP last Spring semester, Satish Jayachandran of the Darla Moore School of Business was voted by the UCTP as incoming UCTP Chair for 2014-2015.
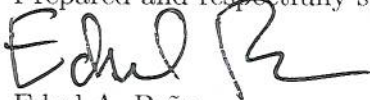
7 Final Remarks

As is to be expected, many questions and issues from different units and faculty regarding tenure and promotion matters are fielded and/or posed to the UCTP Chair. It is hoped that the outgoing UCTP Chair was able to respond to these many questions and issues appropriately, informatively, and in a timely manner.

On a personal note, it was indeed my pleasure to serve the UCTP in the past three years and to know many dedicated and professional colleagues in this committee. It is indeed a very time-consuming committee, but I believe, and so do my UCTP colleagues, that the many responsibilities and activities of the UCTP are of utmost importance to the effective functioning and progress of the academe. It is also enlightening for members of the committee to know and learn of the very impressive professional credentials of many of our colleagues who applied for tenure and/or promotion.

Finally, the smooth functioning of the UCTP would not have been possible without the able support of Faculty Senate staff. In particular, I would like to extend the sincere thanks and appreciation of UCTP members to Yvonne Dudley for her professionalism and dedication.

Prepared and respectfully submitted by:

Edsel A. Peña
Professor of Statistics and UCTP Chair 2013-2014

Table 1: Members of UCTP 2013–2014. Member names in parentheses replaced the member listed in the same box who has to leave UCTP due to administrative appointment or medical/health reasons.

Name	Term Ends	Panel	Workgroup	Unit
Marianne Bickle	Dec. 2013	1	A	HRSM
(Dennis Poole)	2014	1	A	Social Work
William Brown [1]	2015	1	E	Education
James Carson	2016	2	C	Public Health
Kim Creek	2016	3	X^2	Pharmacy
Cynthia Davis	2014	3	X	AS/English
Thomas Hebert	2016	1	D	Education
Satish Jayachandran	2015	3	X	Business
Paul Ziehl	2014	2	D	Engineering and Computing
Camelia Knapp	2016	1	E	AS/Earth and Ocean Sciences
Paul MacKenzie	2015	2	B	AS/History
Michele Martin	2015	1	C	Library and Information Science
Manton Matthews	2014	2	C	Engineering and Computing
Edsel Peña (Chair)	2014	3	X	AS/Statistics
Walter Pratt	2015	2	C	Law
David Reisman	2015	3	X	AS/Biological Sciences
Donna Richter	2014	2	E	Public Health
Christopher Rorden	2016	2	B	AS/Psychology
Kathy Scharer	Dec 2013	1	A	Nursing
(Cary Mock[3])	Aug 2014	1	A	Geography
Ken Shimizu	2014	3	X	AS/Chemistry and Biochmeistry
Joshua Tebbs	2014	3	X	AS/Statistics
Sherry Thatcher	2016	3	X	Business
Marco Valtorta	2016	2	E	Engineering and Computing
Terry Wolfer	2015	3	X	Social Work
Larry Wyatt	2016	1	A	Music