APS 1018 - Justification for Appointment with Tenure (Outside Hire with Tenure)

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Policy Profile

Policy Title:	Justification for Appointment with Tenure (Outside Hire with Tenure)
APS Number:	1018
Effective:	January 17, 2013
Approved by:	President Bruce D. Benson
Responsible University Officer:	Vice President for Academic Affairs
Responsible Office:	Office of the Vice President for Academic Affairs
Policy Contact:	Office of the Vice President for Academic Affairs, 303-860-5623
Supersedes:	February 23, 2009
Last Reviewed/Updated:	January 17, 2013
Applies to:	All campuses

Policy Snapshot

Brief Description: This policy specifies documentation required by the Board of Regents for granting tenure to new hires.

Reason for Policy: This administrative policy statement implements the criteria and standards as outlined in Regent Law 5.B.5 and the Administrative Policy Statement on Standards, Processes and Procedures for Appointment, Reappointment, Tenure and Promotion.

I. Introduction

The purpose of this administrative policy statement is to specify materials required by the Board of Regents when asked to consider appointing a faculty member with tenure (often referred to as an outside hire with tenure). This administrative policy statement implements the criteria and standards as outlined in *Regent Law* 5.B.5 and the Administrative Policy Statement on Standards, Processes and Procedures for Appointment, Reappointment, Tenure and Promotion.

II. Policy Statement

All requests for approval of new hires with tenure must include a separate statement from the head of the primary unit (chair or dean) addressing the following four points:

1. **A description of the fiscal and academic program plans for the unit in terms of long-range planning**

   This statement should include, for example, the academic unit's plans to strengthen a particular area in a discipline, to replace retirees in a discipline, to develop a new thrust or focus, to come up with resources, to identify and accommodate changes that will occur in the college/school, etc.

2. **An explanation of how the personnel action fits into the unit's plan**

3. **A statement of the specific merits of the candidate**

   This brief statement indicates how the candidate meets the needs that have been identified above. The statement may include the candidate?s impact on his/her field, mentorship experience, grant funding history, or any other detail that illustrates specific merits of the candidate.

4. **The unit's tenure ratio**

   If more than 80% of the department?s faculty members have tenure, the tenure request must be accompanied by a table that specifies the current tenure rate and the predicted tenure rate in five years.

Personnel Recommendation Form

In addition to the letter of justification provided by the head of the primary unit, a complete record of the faculty vote (at each level) needs to be provided. This is a new requirement established in 2005 at the request of the Board of Regents. This form requires a signature from the provost or vice chancellor for academic affairs and a signature from the chancellor assuring the Board of Regents that the candidate has gone through the proper review process and has met the criteria justifying an appointment with tenure.

* The Chancellor or Provost should be prepared to respond to questions and/or requests for additional information from the Board of Regents following their review of the above required materials.

III. History

- Initial Policy Effective: January 1, 2006
- Amended February 23, 2009:Non-substantive changes made to replace references to Appendix A of *Laws of the Regents* with the Administrative Policy Statement on Standards, Processes and Procedures for Appointment, Reappointment, Tenure and Promotion. Appendix A was rescinded and replaced by the APS on Standards, Processes and Procedures for Appointment, Reappointment, Tenure and Promotion (July 1, 2007).
- APS Revised January 17, 2013

IV. Key Words

Tenure, faculty, outside hire

Groups audience:
Office of Policy and Efficiency (OPE)

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