

**Legislative history--- Policy 6-303 Revision 22,
regarding membership of departmental RPT Advisory Committee in
School of Medicine**

as approved by the Academic Senate and Board of Trustees in April 2015,

with effective date of April 14, 2015

[Prepared by Bob Flores for the Institutional Policy Committee]

Contents:

- (i) Memorandum from Senate Faculty Review Standards Committee, and Associate VP for Faculty, proposing and explaining the policy revision.

- (ii) Memorandum from School of Medicine administration requesting the policy revision.

To: Academic Senate

From: Hank Liese, Chair, Senate Faculty Review Standards Committee
Amy Wildermuth, Associate Vice President for Faculty and ex officio to the Senate
Faculty Review Standards Committee

Date: February 27, 2015

The Senate Faculty Review Standards Committee recommends for Academic Senate approval a proposal for Revision 22 of University Policy 6-303--Reviews of Tenure-Line Faculty Members (RPT and TFR Criteria, Standards and Procedures).

The revision would make one discrete change to this Policy, affecting the eligibility for election of the chairperson of a departmental Retention, Promotion and Tenure Advisory Committee for only those departments within the School of Medicine. Current Policy applicable University-wide to all academic departments provides that:

“Chairperson. The chairperson of the department RPT advisory committee shall be elected annually from the **tenured members** of the department. In this election all tenure-line faculty members of the rank of professor, associate professor, assistant professor, and instructor shall be entitled to vote. The department chairperson is not eligible to chair this committee.”

The proposal is to revise it as follows:

Policy 6-303-III-E-1-b. “Chairperson. The chairperson of the department RPT advisory committee shall be elected annually from the **tenured members** of the department **or, in the School of Medicine only, the chairperson may also be elected from the department’s career-line faculty members with the rank of Associate Professor or Professor.** In this election all tenure-line faculty members of the rank of professor, associate professor, assistant professor, and instructor shall be entitled to vote. The department chairperson is not eligible to chair this committee.”

This change is requested in order to respond to the unique circumstances within the School of Medicine. The School of Medicine is composed of 67% career-line faculty and several departments have an even higher percentage of career-line faculty members. In addition, the review processes for both tenure-line and career-line members in the School of Medicine take place at the same time as a combined review process. Both groups of faculty participate fully in all deliberations, whether for reviews and reappointments of career-line faculty, or retention, tenure, or promotion reviews for tenure-line faculty. For these review processes, the departments use a multi-purpose committee internally referred to as the Departmental Advisory Committee (DAC), with one purpose being to perform functions of the department RPT Advisory Committee for RPT reviews in compliance with Policy 6-303.

The existing limitation to tenured faculty members has presented significant difficulties for recruiting faculty members suitable to carry out those administrative functions of the committee

chairperson. This change would allow for a larger pool of eligible candidates to serve as the committee chair.

The proposal is supported by both Senior Vice Presidents. It is also supported by the Senate Faculty Review Standards Committee, which is the University's "resident expert" body on RPT procedural matters and by Policy is the Senate's delegated committee to study and make recommendations regarding any significant changes to Policy 6-303. The Standards Committee is presently reviewing for requisite approval a thoroughly revised version of the "RPT Statement" that the School of Medicine departments adopt in compliance with Policy 6-303, outlining the criteria, standards, and procedures these departments will follow in RPT matters in the coming years. Having carefully studied the overall plan for RPT procedures within those departments, the Standards Committee considers the proposed flexible approach to departmental committee chair eligibility as an appropriate measure for the special circumstances. The Committee is poised to approve the SOM Statement of RPT rules currently under review—with this proposed treatment of chairperson eligibility incorporated—but the Committee's approval is necessarily dependent on there being full compliance with University Policies. The proposed revision of 6-303 will make that feasible.

Further information is included in the attached earlier memoranda from the School of Medicine and to the Standards Committee.

Consultations and contacts:

In addition to consultations with the senior vice presidents and the Senate's Standards Committee, the proposal has been presented to the Institutional Policy Committee, after it was initially developed with extensive input of the administration and faculty of the departments within the School of Medicine. With Senate approval it will be forwarded for action of the University President and Board of Trustees, and it is recommended that the revised Policy take effect immediately upon final approval of the Trustees.

Questions or concerns may be directed to:

For details of the proposal and relevant School of Medicine RPT procedures: Carrie Byington—Associate Vice President for Faculty and Academic Affairs- Health Sciences, and Vice Dean Academic Affairs and Faculty Development in the School of Medicine, @ (801) 585-6283, Carrie.Byington@hsc.utah.edu.

For the Senate Faculty Review Standards perspective: Amy Wildermuth as administration ex officio to the Committee @ 801-581-8763, c/o trina.rich@utah.edu; or committee chair Hank Liese, @ (801) 585-6935, hank.liese@socwk.utah.edu.



January 26, 2015

Dear Standards Review Committee:

Because of the unique composition of the faculty in the School of Medicine, Dr. Carrie Byington, Associate Vice President for Faculty and Academic Affairs, Health Sciences, has requested consideration of a change to 6-303 that would allow a department chairperson to be selected from either the tenure-line or the career-line faculty members in the School of Medicine.

The proposed change to 6-303(III)(E)(1)(b) is as follows:

Chairperson. The chairperson of the department RPT advisory committee shall be elected annually from the tenured members of the department *or, in the School of Medicine only, the chair may also be selected from the department's career-line faculty members at the rank of Associate Professor or Professor*. In this election all tenure-line faculty members of the rank of professor, associate professor, assistant professor, and instructor shall be entitled to vote. The department chairperson is not eligible to chair this committee.

I am fully support of this request based on my understanding of the composition of the faculty of many of the departments and the difficulty they have had finding eligible RPT chairs. We are now asking this committee to provide feedback on this proposal before it is proposed to the Academic Senate.

Should you have any questions or need additional information, please let me know. Thanks for your assistance with this issue.

Warm regards,

Amy J. Wildermuth
Associate Vice President for Faculty



UNIVERSITY OF UTAH
HEALTH SCIENCES

Office of the Associate Vice President for Faculty and
Academic Affairs

November 26, 2014

Amy Wildermuth, JD
Associate Vice President for Faculty
Senior Vice President Academic Affairs
University of Utah

Dear Amy,

I received a request from one of the 22 departments in the School of Medicine to allow non-tenured faculty members to serve as the chair of the Departmental Advisory Committee (DAC) for faculty retention and advancement actions, including the award of tenure. This request was discussed at the School of Medicine Executive Committee meeting on September 15, 2014. The Executive committee noted that in the School of Medicine, ~67% of faculty members are non-tenure line. There was agreement that faculty members in either the tenure or career lines can interpret the faculty review criteria for retention, advancement, and tenure actions. In the School of Medicine, individuals in both the tenure and career lines regularly serve in leadership roles. A change in the policy for the School of Medicine would increase the capacity of the Departments by allowing the most qualified faculty member for the role to be chosen from a larger pool of faculty candidates. The members of the Executive Committee believe that career line faculty members would welcome the opportunity to serve in the DAC leadership role.

The change requested by the School of Medicine Executive Committee for the School of Medicine for your consideration is the following:

Current Policy 6-303

Section E. 1.b: Chairperson. The chairperson of the department RPT advisory committee shall be elected annually from the tenured members of the department. In this election all tenure-line faculty members of the rank of professor, associate professor, assistant professor, and instructor shall be entitled to vote. The department chairperson is not eligible to chair this committee.

Proposed Policy

Chairperson. The chairperson of the department RPT advisory committee shall be elected annually from the tenured faculty members of the department. In the School of Medicine, because of the different composition and roles of faculty members, the chair may also be selected from the career-line faculty members at the rank of Associate Professor or Professor of the department. In this election all tenure-line faculty members of the rank of professor, associate professor, assistant professor, and instructor shall be entitled to vote. The department chairperson is not eligible to chair this committee.

Sincerely,

Carrie L. Byington, MD
Associate Vice President for Faculty and Academic Affairs, Health Sciences
Vice Dean Academic Affairs and Faculty Development, School of Medicine
Co-Director Utah Center for Clinical and Translational Science
H.A. and Edna Benning Presidential Professor of Pediatrics
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