NMSU College of Business

Proposed Amendments to College P&T Guidelines

November 21, 2008

The Provost’s Advisory Committee on P&T Guidelines has made, and the Provost has concurred with, recommendations and suggestions for changes in the College of Business P&T Policy. Therefore, the College P&T Committee proposes the following amendments. Additionally, the P&T Committee proposes clarifying a sentence in Section 4.2.2. This amendment appears below as Item 8.

Item 1: Provost’s Advisory Committee recommendation: p.1: refers to eight different parties in the promotion and tenure process and cites the university president and Board of Regents. These are not parties in the process and should be revised. Cf 5.90.5.7 Outcomes

In Section 1, the P&T Committee recommends replacing the sentence:
At least eight different parties are involved in the promotion and tenure process. These are: (1) the candidate, (2) the candidate's department head, (3) the departmental promotion and tenure committee, (4) the college promotion and tenure committee, (5) the college dean, (6) the executive vice-president/provost, and (7) the president, and (9) the board of regents.

with the following sentence:
At least six different parties are involved in the promotion and tenure process. These are: (1) the candidate, (2) the candidate's department head, (3) the departmental promotion and tenure committee, (4) the college promotion and tenure committee, (5) the college dean, and (6) the executive vice-president/provost.

Item 2: Provost’s Advisory Committee suggestion: p.1: suggest rewording or removing the first bullet point due to the reference to contract issues.

In Section 1, the P&T Committee recommends replacing the sentence:
• First, untenured tenure-track faculty are evaluated each year to determine whether a new one-year contract will be issued (retention).

with the following sentence:
• First, the department P&T committee meets in the spring of each year to consider the retention of each untenured tenure-track faculty members.

Item 3: Provost’s Advisory Committee recommendation: p.3: the first paragraph claims that “evidence prior to promotion to associate professor should be considered.” The word ‘should’ is problematic in relation to 5.90.5.1 (page 27). Suggest replacing the word with ‘may’.
The P&T Committee concurs and recommends use of the word “may” in the following sentence in Section 3.3:

For promotion to professor (referred to below as “full professor”), the candidate's complete academic record including publications and other evidence prior to promotion to associate professor may be considered.

Item 4: Provost’s Advisory Committee recommendation: p.3: Section 3.6 states “faculty members who take administrative positions … for a minimum for five years …” The application of a time period is counter to the intention of the allocation of efforts. Cf 5.90.3.4 (pages 8-9)

Provost’s Advisory Committee suggestion: p4: the first paragraph refers to subordinates ability to evaluate various P&T criteria. The Committee suggests definition of ‘subordinate’ and clarification of this concept.

The original wording of Section 3.6 is as follows:

3.6 Leadership: Depending on a faculty member’s cumulative allocation of efforts statements, candidates seeking promotion to full professor may be evaluated on their contributions in the area of leadership (see University Guidelines §5.90.4 and §5.90.4.5). Faculty members who take administrative positions, such as department head or associate dean, for a minimum of five years, should be evaluated for promotion by their department P&T committee, their department head if applicable, and the college P&T committee. The college P&T committee, with input from the faculty/administrator's supervisor, peers, and subordinates, will evaluate the individual's scholarly activity, teaching, service, and leadership, as specified in the individual's job description and cumulative allocation of efforts statements.

The P&T Committee recommends replacing Section 3.6 with the following:

3.6 Leadership: Depending on a faculty member’s cumulative allocation of efforts statements, candidates seeking promotion to full professor may be evaluated on their contributions in the area of leadership (see University Guidelines §5.90.4 and §5.90.4.5). Faculty members who take administrative positions, such as department head or associate dean, shall be evaluated for promotion by their department P&T committee, their department head if applicable, and the college P&T committee in accordance with University guidelines in §5.90.4.5.1.
Item 5: Provost’s Advisory Committee suggestion: p4: Section 4.2.2. The Committee suggests the College review the eligibility criteria for serving on the P&T Committee. As currently written, an associate professor would not be eligible to serve. Additionally, the eligibility of a department head to serve on the College Committee is unclear.

The P&T Committee recommends continuing with the present policy of having only full professors be eligible for to serve on the College P&T Committee.

The P&T Committee recommends adding the following sentence in Section 4.2.2 after the 1st sentence of the 3rd paragraph:

The department head is not eligible to serve on the College P&T Committee.

Item 6: Provost’s Advisory Committee recommendation: p6-7: Section 4.3.3. Throughout this section the document mentions proxy voting but omits references to absentee balloting as required by 5.90.5.4, 16 (page 25)

In Section 4.3.3, the P&T Committee recommends that in each instance where the sentence “No proxy voting is allowed”, the sentence “Absentia and proxy ballots are not permitted” be substituted.

Item 7: Provost’s Advisory Committee recommendation: p7: the first paragraph omits the concept of dissenting reports as specified in 5.90.5.4, 17c (page 25).

In Section 4.3.3, the P&T Committee recommends adding the following sentence at the end of the paragraph on “Tenure” and at the end of the first paragraph on “Promotion”.

Per University Guidelines (§5.90.5.4), dissenting opinions may be written in a letter to the department head.

Item 8: Additionally, the P&T committee recommends changing the following sentence in Section 4.2.2 from:

The name of each tenured full professor in a department shall be placed on the ballot for each department from which a committee member is to be selected.

to:

The name of each tenured full professor in a department who is willing and eligible to serve shall be placed on the ballot for each department from which a committee member is to be selected.