

1 **ARTICLE 20. TENURE REVIEW AND PROMOTION**
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3 **Section 1.** This Article applies only to bargaining unit faculty members in the Tenure-
4 Track and Tenured Professor classifications. Tenure is in the University, and not in a
5 college, school, department, program or discipline. The award of tenure requires an
6 express grant by the Provost communicated in writing to the bargaining unit faculty
7 member and signed by the Provost. There is no de facto tenure. Tenure means that the
8 bargaining unit faculty member’s employment may be terminated only for cause (Article
9 24), or in case of program eliminations or reductions (Article 25).

10
11 **Section 2. Eligibility for tenure review.** Except as authorized in writing by the Provost
12 or designee, a bargaining unit faculty member is entitled to a decision on tenure only after
13 six consecutive academic or fiscal years of employment at 1.0 FTE per year or the
14 equivalent of consecutive part time employment at or above .5 FTE per year. An
15 appointment is considered consecutive even if interrupted by one or more approved leaves
16 of absence. The period of an approved leave of absence does not count toward
17 consideration for tenure unless the bargaining unit faculty member elects otherwise.
18

19 **Tenure and Promotion Criteria**
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21 **Section 3.** The University follows the same general timetable, process, and standards of
22 performance for evaluation and promotion as do many other public research universities,
23 particularly AAU institutions. The University also considers AAUP guidelines for tenure
24 review and promotion.
25

26 The tenured faculty in each department or unit will begin the process of developing a
27 written policy setting forth tenure and promotion criteria that are consistent with
28 university-wide criteria, by first considering any input provided by the department or unit
29 head, dean, vice president, Provost, or designee. The faculty will submit their
30 recommended policy to the appropriate dean, vice president, or designee for review. The
31 dean, vice president, or designee will document and discuss any revisions he or she makes
32 to the policy with the faculty before submitting his or her recommended policy to the
33 Provost or designee. The Provost or designee will have final authority to establish the
34 policy for each department or unit. If the dean, vice president, Provost or designee
35 materially alters the faculty-recommended policy, he or she will provide a written
36 explanation for the change(s) to the faculty in the department or unit. The department or
37 unit head, dean, vice president, Provost, or designee may initiate changes to established
38 policies by informing the appropriate faculty of the change being considered, thereby
39 initiating the process described in this Section.
40

41 **Section 4.** Each department’s or unit’s promotion and tenure criteria are intended to be
42 consistent with those of other major research universities and shall include expectations,
43 including the proportional weights, for each of the following, as defined by each
44 department or unit:
45

- 46 (a) Sustained high-quality, innovative scholarship in the faculty member’s discipline,
47 demonstrated through a record of concrete, accumulated research or creative
48 activity;
49

- 1 (b) Effective, stimulating teaching in courses taught and in contributions to ensuring
2 academic success for undergraduate and graduate students, as applicable;
3
- 4 (c) On-going, responsible service and leadership to the faculty member's students
5 and department, the university, the community, and the faculty member's
6 professional discipline more broadly.
7

8 These criteria will be available on the Academic Affairs website and in the department or
9 unit.
10

11 **Reviews**

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13 **Section 5.** Reviews for bargaining unit faculty members in the Tenure-Track and
14 Tenured Professor classification will consist of (1) annual reviews for faculty not holding
15 tenure; (2) mid-term reviews between appointment and tenure review for the faculty
16 without tenure; (3) tenure and promotion review; (4) three-year post-tenure reviews for
17 tenured faculty in the third year following a tenure or promotion decision or following a
18 sixth-year post-tenure review; (5) promotion-to-full-professor review for tenured faculty in
19 their sixth year or later after receiving tenure; and (6) sixth-year post-tenure review for
20 tenured faculty in their sixth year following a tenure and/or promotion decision or
21 following a previous sixth-year review.
22

23 **Section 6. Annual Reviews.** Each tenure-track bargaining unit faculty member who has
24 not received tenure and is not in the process of a tenure review will have an annual
25 review conducted by the department or unit head or designee. These annual reviews
26 provide an opportunity to evaluate the tenure-track bargaining unit faculty member's
27 performance and offer an opportunity to address problems and to support faculty
28 members in their progress toward the mid-term and tenure reviews.
29

30 **Mid-Term Reviews**

31

32 **Section 7. Timing.** Each bargaining unit faculty member in the tenured and tenure-track
33 classification who has not received tenure will have a mid-term review approximately half
34 way between appointment and eligibility for tenure. The timing of this review generally
35 will be established at the time of appointment, in that this review will usually take place
36 during the last year of the bargaining unit faculty member's initial contract. A successful
37 review is one prerequisite for contract renewal. Review decisions will be made and
38 communicated at least one month before the end of the initial contract.
39

40 **Section 8. Initiating the Mid-Term Review.** To initiate the mid-term review process,
41 the department or unit head or designee will contact the bargaining unit faculty member
42 during the fall term of the year in which the review will take place and request the
43 following:
44

- 45 • **Election of Criteria:** The criteria the bargaining unit faculty member chooses
46 to be reviewed under, if there has been a change in criteria since the time of
47 hire, as per Section 29.
- 48
- 49 • **Curriculum vitae:** A comprehensive and current curriculum vitae that includes

1 the faculty member's current research, scholarly and creative activities and
2 accomplishments, including publications, appointments, presentations, and similar
3 activities and accomplishments.
4

- 5 • **Scholarship portfolio:** A comprehensive portfolio of scholarship, research and
6 creative activity; and appropriate evidence of national or international recognition
7 or impact.
8
- 9 • **Personal statement:** A 3-6 page personal statement developed by the bargaining
10 unit faculty member evaluating his or her performance measured against the
11 applicable criteria for tenure and promotion. The personal statement should
12 expressly address the subjects of teaching; scholarship, research, and creative
13 activity; and service contributions to the academic department, center or institute,
14 school or college, university, profession, and the community. The statement
15 should also include discussion of contributions to institutional equity and
16 inclusion.
17
- 18 • **Teaching portfolio:** Representative examples of course syllabi or equivalent
19 descriptions of course content and instructional expectations for courses taught by
20 the bargaining unit faculty member, examples of student work and exams, and
21 similar material.
22
- 23 • **Service portfolio:** Evidence of the bargaining unit faculty member's service
24 contributions to his or her academic department, center or institute, school or
25 college, university, profession, and the community. Such evidence could include
26 white papers authored or co-authored by the faculty member, commendations,
27 awards, op ed pieces, and/or letters of appreciation. The portfolio should also
28 include a short statement on the faculty member's unique service experiences or
29 obligations.
30

31 **Section 9. Department or Unit Head's Role:** The department or unit head will obtain
32 and place in the evaluation file copies of summary reports from the student evaluation
33 process. The file must also include a recent peer evaluation of the bargaining unit faculty
34 member's teaching. Once the department or unit head has obtained all of the appropriate
35 documents and information, he or she will establish a committee of tenured faculty and
36 provide the committee with access to the documents and information. The department or
37 unit head will then:
38

- 39 (a) Obtain a report from the faculty committee including an assessment of the
40 bargaining unit faculty member's progress toward tenure and promotion;
41 and
42
- 43 (b) Prepare his or her own evaluation of the bargaining unit member's progress
44 toward tenure and promotion; and
45
- 46 (c) Provide the department or unit head's report to the bargaining unit faculty
47 member and allow the faculty member 10 days from the date of the receipt of
48 the report to provide responsive material or information, which shall be
49 included in the evaluation file; and

1
2 (d) Submit the evaluation file to the appropriate dean.
3

4 If a department or unit has or develops a policy or practice of providing the report of the
5 faculty committee to the bargaining unit faculty member, the department or unit head shall
6 do so.
7

8 **Section 10. Dean's Role.** The dean will review the file and may consult with appropriate
9 persons and may obtain and document additional relevant information. Once the dean
10 deems the file complete, he or she will prepare a separate report and recommendation.
11 The dean will share his or her report and recommendation with the bargaining unit faculty
12 member and allow the faculty member 10 days from the date of receipt of the report to
13 provide responsive material or information, which shall be included in the evaluation file.
14 The dean then will submit a summary report including dean's recommendation,
15 department head's recommendation, faculty committee report, and faculty member's
16 curriculum vitae, statement, and responsive material or information to the Provost or
17 designee.
18

19 **Section 11. Provost's Role.** The Provost or designee will consider the cumulative
20 recommendations received from department faculty, the department or unit head, and the
21 dean, and then will decide the terms and duration of any subsequent appointment of the
22 bargaining unit faculty member. Upon Provost review, the summary report will be placed
23 in the faculty member's departmental or college personnel file.
24

25 **Tenure Review Process**

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27 **Section 12. Initiating the Tenure Review Process.** To initiate the tenure review process,
28 the department or unit head will contact the bargaining unit faculty member no later than
29 winter term of the year preceding the year in which a tenure decision is required and
30 request the following:
31

- 32 • **Election of Criteria:** The criteria the bargaining unit faculty member chooses
33 to be reviewed under, if there has been a change in criteria since the time of
34 hire, as per Section 30.
35
- 36 • **Curriculum vitae:** A comprehensive and current curriculum vitae that includes
37 the faculty member's current research, scholarly and creative activities and
38 accomplishments, including publications, appointments, presentations, and similar
39 activities and accomplishments.
40
- 41 • **Scholarship portfolio:** A comprehensive portfolio of scholarship, research and
42 creative activity; and appropriate evidence of national or international recognition
43 or impact.
44
- 45 • **Personal statement:** A 3-6 page personal statement developed by the bargaining
46 unit faculty member evaluating his or her performance measured against the
47 applicable criteria for tenure and promotion. The personal statement should
48 expressly address the subjects of teaching; scholarship, research, and creative
49 activity; and service contributions to the academic department, center or institute,

1 school or college, university, profession, and the community. The statement
2 should also include discussion of contributions to institutional equity and
3 inclusion.

- 4
- 5 • **Teaching portfolio:** Representative examples of course syllabi or equivalent
6 descriptions of course content and instructional expectations for courses taught by
7 the bargaining unit faculty member, examples of student work and exams, and
8 similar material.
- 9
- 10 • **Service portfolio:** Evidence of the bargaining unit faculty member's service
11 contributions to his or her academic department, center or institute, school or
12 college, university, profession and the community. Such evidence could include
13 white papers authored or co-authored by the faculty member, commendations,
14 awards, op ed pieces, and/or letters of appreciation. The portfolio may also
15 include a short narrative elaborating on the faculty member's unique service
16 experiences or obligations.
- 17
- 18 • **External reviewers:** A list of qualified outside reviewers provided by the
19 bargaining unit faculty member.
- 20

21 **Section 13. Schedule for Review of Tenure and Promotion Files.** The Provost or
22 designee will establish a schedule for the compilation and review of tenure and
23 promotion files. If the bargaining unit faculty member fails to comply with the timeline
24 established by the Provost for submission of materials, the department or unit head will
25 notify the faculty member of the missed deadline by university email and the primary
26 phone on record in the Banner system. If the faculty member does not respond within
27 14 days, tenure may be denied. If the faculty member responds within 14 days, the
28 department or unit head will establish a new deadline for submission of all materials.

29

30 The new deadline must allow the University adequate time to complete the tenure review
31 process by June 15. If the faculty member misses the new deadline, tenure will be denied.

32

33 **Section 14. External reviews.** The department or unit head will prepare a list of qualified
34 external reviewers, with input from the department or unit faculty eligible to vote on a
35 tenure and promotion case. The department or unit head will select a majority of the
36 external reviewers, but the department or unit head's primary responsibility is to obtain the
37 best judgments from the most highly qualified experts in the appropriate areas. Most, if
38 not all, of the external reviewers should be at the rank for which the candidate is being
39 considered or above (i.e., associate professor or professor for tenure and promotion to
40 associate professor; professor for promotion to professor). Reviewers generally should
41 come from comparable institutions or programs. The suggestions regarding rank and
42 affiliations of external reviewers apply to the majority of the reviewers and are not strict
43 prohibitions, so there is flexibility to meet particular circumstances. A minimum of five
44 substantive external evaluations is required for a tenure case to move forward.

45

46 The department or unit head will recruit external reviewers from this list and provide
47 them with the candidate's signed and dated curriculum vitae, signed and dated personal
48 statement, the candidate's scholarship portfolio and the department's or unit's adopted
49 criteria for promotion and tenure.

1
2 **Section 15. Faculty Review.** The eligible faculty in the candidate's department or unit,
3 or a personnel committee comprised of a subset of the eligible faculty (if the department's
4 or unit's internal policy specifies the creation of such committee), will review the file and
5 the external reviews, prepare a report, and vote. In cases where there are too few eligible
6 faculty members to form a review committee within the candidate's department or unit,
7 the department or unit head will work with the appropriate dean to establish a committee
8 including appropriate faculty members from outside the department. A final vote will be
9 conducted by signed ballot, and the ballots will remain confidential to the extent
10 permitted by law.
11

12 **Section 16. Review by Department or Unit Head, College or School Personnel**
13 **Committee and Dean.** The department or unit head will prepare an independent report
14 and recommendation, and then forward the entire file to the appropriate dean. The file
15 then will be reviewed by a school- or college-level personnel committee appointed by a
16 process determined by the dean. The committee will prepare an independent report and
17 vote, and will forward the entire file to the dean. This step may be bypassed in schools or
18 colleges whose deans choose not to convene a personnel committee. The dean will then
19 prepare an independent report and recommendation, and then meet with the candidate to
20 discuss the case, review the recommendations made by the department committee,
21 department or unit head, and the school or college-level personnel committee (if
22 applicable), and the dean's own recommendation. Upon request, the candidate will be
23 provided with a copy of the dean's report that has been redacted in accordance with the
24 waiver status to protect personally identifiable information. The candidate may provide
25 responsive material for the file within 10 days of the meeting with the dean or the receipt
26 of the redacted report, whichever is later. The dean will then forward the entire file to the
27 Office of Academic Affairs.
28

29 **Section 17. Provost's Review of File.** The Provost or designee will review the
30 promotion and tenure file for completeness and general presentation, and may request
31 additional information from the dean. The file forwarded to the Provost or designee
32 should include the following:
33

- 34 • Promotion and tenure checklist
- 35
- 36 • Voting summary
- 37
- 38 • Criteria for tenure and promotion
- 39
- 40 • Dean's evaluation and recommendation
- 41
- 42 • School- or college-level personnel committee recommendation, where applicable
- 43
- 44 • Department or unit head's evaluation and recommendation
- 45
- 46 • Department committee recommendation
- 47
- 48 • Letters of evaluation section, including:
49

- 1 ○ A single copy of each letter used to solicit an external review
- 2
- 3 ○ A list of the materials sent to the external reviewers
- 4
- 5 ○ A brief biographical sketch of each reviewer, including indication of any
- 6 relationship with the candidate and whether the reviewer was suggested by the
- 7 candidate
- 8
- 9 ○ The external letters of review
- 10
- 11 ○ Documentation of declinations to review (typically copies of email
- 12 notifications)
- 13
- 14 ○ Any internal letters of evaluation
- 15
- 16 ● Curriculum vitae (signed and dated by the candidate), as seen by the external
- 17 reviewers. Updates may be provided by the candidate in the form of a list of
- 18 specific changes rather than as a full additional curriculum vitae
- 19
- 20 ● Personal statement (signed and dated by the candidate), as seen by the external
- 21 reviewers
- 22
- 23 ● Statement of waiver, partial waiver, or non-waiver (see Article 8, Personnel Files)
- 24
- 25 ● Statement of duties and responsibilities
- 26
- 27 ● Conditions of appointment, including a copy of the current notice of appointment
- 28 and any memoranda in the case of joint or multiple appointments
- 29
- 30 ● Teaching evaluations, including:
- 31
- 32 ○ UO checklist for the evaluation of teaching
- 33
- 34 ○ List of all courses taught, including term, enrollment, and instructor and
- 35 department mean scores for required questions
- 36
- 37 ○ List of any/all teaching awards, including awards from the department, school
- 38 or college, university, and external sources
- 39
- 40 ○ List of all supervised dissertations, theses, and undergraduate honors papers
- 41
- 42 ○ Sample course evaluation questions
- 43
- 44 ○ Statistical summary page for each course taught
- 45
- 46 ○ Peer evaluations of teaching
- 47
- 48 ● An index of supplementary binder material
- 49
- 50 ● Additional materials deemed necessary or advisable by the dean or Provost or

1 designee
2

- 3 • A supplementary binder, which typically includes:
 - 4 ○ Full curriculum vitae of each external reviewer, if provided
 - 5 ○ Evidence of professional activities, including publications, as provided in the
 - 6 ○ Scholarship Portfolio
 - 7 ○ Evidence of contributions to institutional equity and inclusion
 - 8 ○ Signed written student evaluations of teaching
 - 9 ○ A teaching portfolio, commonly including sample course materials such as
 - 10 ○ syllabi, exams, homework assignments, etc. This material should be
 - 11 ○ representative, not comprehensive, and may include other submissions, such
 - 12 ○ as electronic websites for courses and other presentations of teaching efforts
 - 13 ○ and innovations
 - 14 ○ A service portfolio, commonly including evidence of the candidate's service
 - 15 ○ contributions to his or her academic department, center or institute, school or
 - 16 ○ college, university, profession and the community. Such evidence could
 - 17 ○ include white papers authored or co-authored by the faculty member,
 - 18 ○ commendations, awards, op ed pieces, and/or letters of appreciation. The
 - 19 ○ portfolio may also include a short narrative elaborating on the faculty
 - 20 ○ member's unique service experiences or obligations

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28 **Section 18. University Faculty Personnel Committee Review.** After the Provost or
29 designee has reviewed the file and deemed it complete, the file is sent to the University
30 Faculty Personnel Committee. The committee will review the file, request additional
31 information from the Provost or designee if necessary, and then discuss and record a
32 vote by the name of each person voting. The committee will prepare a written summary
33 of its discussion which will include the outcome of the vote.
34

35 **Section 19. Provost's Decision.** The Provost has plenary authority to award or deny
36 tenure. The candidate will be notified in writing of the Provost's decision. The letter
37 accompanying the decision will contain an explanation of the reasons underlying the
38 Provost's decision, if the decision is to deny tenure or promotion. A tenured appointment
39 may not be less than .50 FTE. If tenure is granted, the letter will include a statement
40 indicating the FTE of the tenured appointment. The letter will be placed in the candidate's
41 personnel file. The foregoing does not preclude a subsequent written agreement between
42 the Provost or designee and the candidate adjusting the FTE of the appointment, so long as
43 the appointment is at least .50 FTE.
44

45 Successful candidates are granted tenure and assume their new classification and rank at
46 the start of the next academic year, or sooner at the discretion of the Provost. Candidates
47 who are denied tenure will receive a notice of appointment which expires at the end of the
48 academic or fiscal year following the one in which the application for tenure was
49 submitted.

1
2 **Section 20. Withdrawal of Application.** A bargaining unit faculty member may
3 withdraw an application for tenure in writing to the provost and the dean at any time
4 before the Provost’s decision. Upon withdrawal, a bargaining unit faculty member will
5 receive a notice of appointment which expires at the end of the academic or fiscal year
6 following the one in which the application for tenure was submitted.
7

8
9 **Promotion Review**
10

11 **Section 21. Promotion from Associate Professor to Professor.** The process and
12 timelines for review and evaluation for promotion from associate professor to professor
13 are the same as those for promotion to associate professor and tenure, except:
14

- 15 (a) bargaining unit faculty members with tenure who are denied promotion from
16 associate professor to professor will remain employed at the associate professor
17 rank, and
- 18 (b) the election of criteria bargaining unit faculty members may choose to be reviewed
19 under, if there has been a change in criteria, is limited to the preceding six years.
20

21 **Section 22.** The criteria for promotion from associate professor to professor will be
22 developed as described in Sections 3-5 of this Article. Department or unit criteria for
23 promotion to professor must be consistent with the general principles stated in those
24 sections and must require that the candidate have engaged in significant service
25 demonstrating leadership and commitment both within and outside the candidate’s
26 department or unit.
27

28 **General Provisions Related to the Tenure, Promotion, and Post-Tenure Review**
29 **Process**
30

31 **Section 23. Accelerated Review.** An accelerated tenure review may occur in particularly
32 meritorious cases as determined by the Provost or designee in consultation with the
33 appropriate dean, department or unit head, and affected bargaining unit faculty member.
34

35 **Section 24. Credit for Prior Service.** When credit for prior service is agreed upon, the
36 terms of hire will state the number of years of credit granted, the earliest date for tenure
37 consideration, and the required date for tenure consideration. Scholarship, research,
38 creative activity, and teaching completed by the bargaining unit faculty member during
39 the period of prior service will receive full consideration during the promotion and
40 tenure process if the bargaining unit member elects the earliest date for tenure review.
41 Should a bargaining unit member who received credit for prior service at the time of hire
42 choose to delay the review for the full six years of full-time appointment at the
43 University of Oregon, teaching, scholarship, research, and creative activity completed
44 prior to arrival at the university will be of secondary consideration during the promotion
45 and tenure process. Should the bargaining unit faculty member choose to use some, but
46 not all of the credit for prior service, the focus of the review of teaching, scholarship,
47 research, and creative activity will adjust appropriately so that, for example, four years
48 of full-time appointment at the University would mean that at most two years of prior
49 service will receive full consideration.

1
2 **Section 25. Joint Appointments.** For bargaining unit members holding multiple or joint
3 appointments, a memorandum will be completed at the time of hire or assignment
4 specifying expectations for promotion and tenure review and identifying how the tenure
5 and promotion process will be handled among the units. Such memorandum is not valid
6 unless approved in writing by the bargaining unit faculty member and the Provost or
7 designee.

8
9 **Section 26. Notice of Meetings.** A bargaining unit faculty member will receive at least
10 three days' notice of any meeting or hearing which the member is invited or required to
11 attend with a dean or the Provost or designee regarding recommendations or decisions on
12 promotion or tenure. The bargaining unit faculty member may have a colleague or Union
13 representative present at the meeting as an observer.

14
15 **Section 27. Waiver of Access to Materials.** Bargaining unit members have the right
16 whether to waive in advance in writing their access to see any or all of the evaluative
17 materials (see Article 8, Personnel Files). The choice by the bargaining unit faculty
18 member to waive or not waive access to evaluative materials shall not be considered
19 during the evaluation process. Such waivers, however, shall not preclude the use of
20 redacted versions of these documents in a denial review process. The redacted versions are
21 intended to protect the identity of the reviewer.

22
23 **Section 28. Stopping of the "Tenure Review Clock."** The "tenure review clock" may be
24 stopped in the following circumstances, at the bargaining unit faculty member's discretion.
25 The bargaining unit faculty member must decide whether to opt to stop the tenure review
26 clock at the start of the leave or absence, or the tenure review clock will not be stopped
27 during the leave or absence. The bargaining unit faculty member, however, may later opt
28 to restore the period when the clock was stopped and may apply for tenure review at the
29 time the bargaining unit faculty member would have become eligible without the stopping
30 of the clock.

31
32 The tenure review clock may be stopped: (1) for one year upon the birth or adoption of a
33 child; (2) for up to two years for approved leaves of absence without pay lasting two or
34 more terms; or (3) in other extraordinary circumstances as approved by the Provost or
35 designee.

36
37 **Section 29. Report to the Union.** The University will send the Union an annual report of
38 all promotion and tenure decisions concerning bargaining unit faculty members in the
39 Tenure-Track and Tenured Professor classification made by the Provost during the
40 preceding academic year no later than the following September 1 and in accordance with
41 applicable confidentiality requirements.

42
43 **Section 30. Criteria Changes.** If criteria for review, promotion, and/or tenure change
44 during the course of a TTF bargaining unit faculty member's employment, the bargaining
45 unit faculty member may elect among current criteria and any in effect during the period of
46 time specified by the appropriate section of this Article prior to the initiation of a given
47 review or promotion process.

48
49 **Post-Tenure Reviews**

1
2 **Section 31.** The primary function of post-tenure review is faculty development. Post-
3 tenure review is not a process to reevaluate the award of tenure. The failure of a faculty
4 member to make substantial progress toward meeting the goals of a development plan
5 established through the post-tenure review process may be evidence of inadequate
6 performance. The post-tenure review process, however, may not be used to shift the
7 university's burden of proof in a proceeding to terminate a tenured faculty member for
8 cause.

9
10 **Section 32. Third-Year Review.** Tenured bargaining unit faculty members will have an
11 interim review in the third year following promotion and a sixth-year major post-tenure
12 review. The three-year review is conducted jointly by the bargaining unit faculty member
13 and the appropriate department or unit head. As a result of the review, the department or
14 unit head will prepare a brief statement and share it with the bargaining unit faculty
15 member, who may respond in writing. The statement and any response will be placed in
16 the bargaining unit faculty member's personnel file.

17
18 **Section 33. Sixth-Year Review.** Tenured bargaining unit faculty members will have a
19 review in the sixth year following a promotion or a sixth-year post-tenure review.

20
21 **Section 34. Initiating the Sixth-Year Review.** To initiate the review process, the
22 department head, unit head or designee will contact the bargaining unit faculty member
23 during the fall term of the year in which the review will take place and request the
24 following:

- 25
- 26 • **Election of Criteria:** The criteria the bargaining unit faculty member chooses
27 to be reviewed under, if there has been a change in criteria during the preceding
28 six years, as per Section 29.
 - 29
 - 30 • **Curriculum vitae:** A comprehensive and current curriculum vitae that includes
31 the faculty member's current research, scholarly, and creative activities and
32 accomplishments, including publications, appointments, presentations and similar
33 activities.
 - 34
 - 35 • **Personal statement:** A 3-6 page personal statement developed by the bargaining
36 unit faculty member evaluating his or her performance measured against the
37 applicable criteria for tenure and promotion. The personal statement should
38 expressly address the subjects of teaching; scholarship, research, and creative
39 activity; and service contributions to the academic department, center or institute,
40 school or college, university, profession, and the community. The statement
41 should also include discussion of contributions to institutional equity and inclusion.
 - 42
 - 43 • **Sabbatical portfolio:** A report of the accomplishments and benefits resulting
44 from sabbatical, if applicable.
 - 45

46 **Section 35. Joint appointments.** Tenured faculty members who hold joint appointments
47 will be reviewed by the primary unit. Input from appropriate reviewers (e.g., faculty, chair,
48 dean) of the secondary unit, including performance reviews, teaching evaluations, service
49 and research evaluations, must be considered by the primary unit as part of the review

1 process.

2
3 **Section 36. Department or Unit Head’s Role.** The department or unit head or designee
4 will obtain and place in the evaluation file copies of summary reports from the student
5 evaluation process. The file must also include a recent peer evaluation of the bargaining
6 unit faculty member’s teaching. Once the department or unit head has obtained all of the
7 appropriate documents and information, he or she will establish a committee of tenured
8 faculty members and provide the committee with access to the documents and
9 information. The department or unit head or designee will then:

- 10
11 (a) Obtain a report from the faculty committee including an assessment of the
12 bargaining unit faculty member’s performance; and
13
14 (b) Prepare his or her own evaluation of the bargaining unit faculty member’s
15 performance; and
16
17 (c) Provide the department or unit head’s report to the bargaining unit faculty
18 member and allow him or her 10 days from the date of the receipt of the report
19 to provide responsive material or information, which shall be included in the
20 evaluation file; and
21
22 (d) Submit the evaluation file to the appropriate dean.

23
24 If a department or unit has or develops a policy or practice of providing the report of the
25 faculty committee to the bargaining unit faculty member, the department or unit head shall
26 do so.

27
28 **Section 37. Dean’s Role.** The dean will review the file and may consult with appropriate
29 persons and may obtain and document additional relevant information. Once the dean
30 deems the file complete, he or she will prepare a separate report and recommendation. The
31 dean will share his or her report and recommendation with the bargaining unit faculty
32 member and allow him or her 10 days from the date of receipt of the report to provide
33 responsive material and information, which shall be included in the evaluation file. The
34 dean will then submit the complete evaluation file to the Provost or designee.

35
36 **Section 38. Provost’s Role.** The Provost or designee will consider the cumulative
37 evaluations received from the faculty committee, the department or unit head, and the
38 dean.

39
40 If the Provost or designee concludes that the bargaining unit faculty member’s overall
41 performance was in the highest category (e.g. exceeds expectations) then the bargaining
42 unit faculty member will receive at least an 8% increase to base salary, as per Article 26.

43
44 If the Provost or designee concludes that the bargaining unit faculty member’s overall
45 performance was in the second highest category (e.g. meets expectations), then the
46 bargaining unit faculty member will receive at least a 4% increase to base salary, as per
47 Article 26.

1 If the Provost or designee concludes that the bargaining unit faculty member's overall
2 performance is unsatisfactory, the dean and the department or unit head shall consult
3 with the bargaining unit faculty member and recommend to the Provost a development
4 plan for demonstrable improvement. Such development plan should be implemented as
5 soon as practicable after a determination of unsatisfactory performance and have a goal
6 of reaching satisfactory performance by the next scheduled 3-year post-tenure review.
7
8
9

1 **ARTICLE 21. APPEAL FROM THE DENIAL OF TENURE OR PROMOTION**

2
3 **Section 1. Scope of Article.** This Article provides the only process through which a
4 bargaining unit faculty member may appeal a decision of the Provost to deny tenure or
5 promotion. No other grievance or appeal process shall apply, except for alleged
6 procedural violations, which shall be governed by Articles 22 and 23 of this Agreement.

7
8 **Section 2. Grounds for Appeal.** A decision of the Provost to deny tenure or promotion
9 may be appealed only on the following grounds: (1) whether the Provost was presented
10 with errors of fact that materially affected his or her decision; (2) whether the Provost
11 disregarded or overlooked material evidence that was provided to him or her; (3) whether
12 material information was unavailable to reviewers through no fault of the candidate; and
13 (4) whether the Provost's decision was arbitrary or capricious.

14
15 **Section 3. Appeal Guidance.** The Union and Academic Affairs will jointly be responsible
16 for providing all bargaining unit faculty members denied tenure or promotion with
17 information about the appeals process. Accordingly, bargaining unit faculty members, in
18 the written decision denying tenure or promotion, shall be notified of their right to seek
19 counsel from the Union. Upon a bargaining unit faculty member's request, the Union shall
20 provide a representative to provide appropriate guidance through the appeal process.

21
22 **Section 4. Access to Promotion and/or Tenure File.** The bargaining unit faculty member
23 may review, at any time, that portion of the promotion and/or tenure file which is open. In
24 addition, the bargaining unit faculty member may review, at any time, a copy of the closed
25 portion of the file that has been redacted in accordance with the waiver status to protect
26 personally identifiable information.

27
28 Requests for access to the promotion and/or tenure file must be submitted by the
29 bargaining unit faculty member in writing to the Office of Academic Affairs, who will
30 provide the file to the bargaining unit faculty member for review as soon as possible,
31 but no later than five days after the receipt of the request. If, for any reason, the Office
32 of Academic Affairs provides the file to the bargaining unit faculty member later than
33 five days after the receipt of the request, the timeline to file an appeal of tenure or
34 promotion denial shall be suspended until the file is provided to the bargaining unit
35 faculty member.

36
37 **Appeal of Tenure or Promotion Denial Where Such Notice Results in Terminal**
38 **Appointment.**

39
40 **Section 5. Initiating an Appeal.** A bargaining unit faculty member who is denied tenure
41 or promotion and receives a terminal appointment may seek review of the decision by
42 sending a written statement of appeal to the Provost no later than 90 days following
43 receipt of the written decision denying tenure or promotion. A decision denying tenure or
44 promotion is deemed received on the day sent to the official uoregon.edu email address of
45 the bargaining unit faculty member.

46
47 To be considered, the appeal statement must be signed and dated and must include the
48 following: