



BOISE STATE UNIVERSITY

University Policy 4310

Faculty Promotion and Tenure Committee Duties and Composition

Effective Date

July 1984

Last Revision Date

January 2016

Responsible Party

Provost and Vice President for Academic Affairs, (208) 426-1202

Scope and Audience

This policy applies to all faculty Promotion and Tenure Committees at the University.

Additional Authority

- Idaho State Board of Education, Section II. G.
 - University Policy 4340 (Faculty Tenure and Promotion Guidelines)
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1. Policy Purpose

To outline the composition and duties of the Faculty Promotion and Tenure Committee.

2. Responsibilities and Procedures

2.1 Duties

The Faculty Promotion and Tenure Committee is empowered to:

- a. Make recommendations on the awarding to tenure. Such recommendations are forwarded to the appropriate body(ies) as specified by Boise State University policies.
- b. Evaluate tenured faculty when requested.
- c. Make recommendations on promotion in rank of faculty and forward such recommendations to the appropriate individuals as specified in Boise State University policy.

2.1 Composition

- a. Each college or recognized division shall have a Promotion and Tenure Committee.
- b. The Committee must include tenured faculty. It may also include non-tenured faculty; student representation; and one (1) or more representatives from outside the candidate's department. Divergence from this composition must be approved by the Faculty Senate.
- c. The Committee shall be appointed by the dean or other appropriate administrator no later than October 15 from a list of faculty candidates elected by the departments/divisions in the college and if participating one student picked by the appropriate student government officer from a list compiled by the dean of the college from the names submitted by the department chairpersons/division managers.
- d. At least one third of the committee shall serve for a period of two (2) consecutive years, to maintain a sense of continuity within the Committee.

3. Related Information

University Policy 4215 (Part-Time Tenure-Eligible Faculty)

University Policy 4320 (Faculty Peer Review)

University Policy 4380 (Periodic Review of Tenured Faculty)

Revision History

July 1995; July 2003; September 2009; January 2016