

Reappointment, Tenure, and Promotion (RTP) Committee

a) Functions

- (1) Provides for a continuing evaluation of the college's reappointment, tenure, and promotion policies.
- (2) Conducts a review culminating in a recommendation, transmitted by the Dean of the College, to the President of the College in all cases involving reappointment, tenure, promotion, or post-promotion. For each review, the Dean and three elected members serve as the review subcommittee. Faculty mentors must not serve on their mentees' review committees (see "Procedures: Faculty Reviews" in Part III. Personnel Policies).
- (3) Serves as the faculty's committee on professional ethics (see "Professional Ethics" in Part III. Personnel Policies).
- (4) Serves as the faculty's pre-hearing committee in cases involving termination of appointment for cause (see "Procedures: Termination of Appointments" in Part III. Personnel Policies).
- (5) Conducts reviews of librarians with faculty status in all cases of reappointment, continuing appointment, promotion, or post-promotion according to the procedures outlined in the Librarian's Handbook.
- (6) For each review, the Dean and three elected members serve as the review committee. Faculty mentors must not serve on their mentees' review committees (see "Procedures: Faculty Reviews" in Part III. Personnel Policies).
- (7) Makes other reports and recommendations to the Faculty Council as appropriate.

b) Structure

- (1) Four members elected by the faculty by secret ballot and majority vote to a two-year, non-renewable term, the terms to be staggered so that two members are elected each year. Each member must be a tenured member of the full-time teaching faculty. For any individual faculty review, three elected members participate as described elsewhere; when the subcommittee is conducting other business all four elected members participate. No more than one member from each division may serve on the subcommittee at any given time. For the purpose of this rule the divisions are Fine Arts, Humanities, Social Sciences, and Sciences.

- (2) The Dean of the College, *ex officio*, who serves as chair. The Dean does not vote during individual faculty reviews, but may vote if necessary (i.e., as any other committee chair does) when the subcommittee is performing other functions.
- (3) The vice-chair, who presides in the absence of the Dean, is that elected member of the subcommittee serving the second year of a term who was designated as vice-chair-elect at the time of their election. In cases where the vice-chair is not one of the members on an individual faculty review, the vice-chair will select an acting vice-chair for that specific review.
- (4) The untenured faculty representative to Faculty Council will be invited as a nonvoting member to attend when reappointment, pre-tenure, tenure, and promotion processes and expectations are being discussed and can be invited to other meetings of RTP at the discretion of the Vice-Chair. In no case will the untenured faculty representative participate in RTP reviews of faculty.