To: COFA faculty members, department chairs, school directors

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Subj: EC/BC voting rules on P&T and CPR cases

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After consultation with the Provost’s Office and the Handbook of Operating Procedures 2-1310 Budget Councils I write to clarify the voting rights of executive committee and budget council members. Two rules govern peer voting authorities on executive committees and budget councils:

While professors of practice or professors of instruction may serve on a department EC/BC, they may not vote on the promotion, tenure, or CPR (Comprehensive Periodic Review) of any tenure-track faculty member.

While assistant, associate and full professors, both tenure-track and non-tenure-track, may serve on an EC/BC, no faculty member may vote on a promotion of a colleague to a higher rank than the rank held by that voting member.

(For what it’s worth, I believe the first of these rules is misguided and anachronistic in presuming that a professor of practice/instruction, no matter how senior, capable or expert, is never a professional peer to any tenure-track faculty member, no matter how junior or inexperienced. I have and will continue to petition the Provost to reform this rule.)

For clarification, these rules yield the following cases of voting authority:

- A **tenured professor** may vote on any P&T or CPR case.

- A **tenured associate professor**
  - may vote on P&T cases to the rank of associate professor, associate professor of practice/instruction, or senior lecturer and CPR cases at the rank of associate professor, but
  - may not vote on P&T cases to the rank of professor, professor of practice/instruction, or distinguished senior lecturer and CPR cases at the rank of professor.

- An **assistant professor** may not vote on P&T or CPR cases of any rank.

- A **professor of practice/instruction** or **distinguished senior lecturer**
  - may vote on P&T cases to the rank of professor of practice/instruction, distinguished senior lecturer, associate professor of practice/instruction, or senior lecturer, but
  - may not vote on P&T cases to the rank of professor or associate professor and any CPR cases.
• An associate professor of practice/instruction or senior lecturer
  o may vote on P&T cases to the rank of associate professor of practice/instruction or senior lecturer, but
  o may not vote on P&T cases to the rank of professor, professor of practice/instruction, distinguished senior lecturer, associate professor and any CPR cases.
• An assistant professor of practice/instruction may not vote on P&T or CPR cases of any rank.

Members of the EC/BC who are ineligible to vote may be consulted and participate fully in discussion of any P&T or CPR case.

All voting members of the EC/BC, including non-tenured faculty members, should be eligible to vote on any business undertaken by the EC/BC that is not promotion, continued appointment in rank, or salary matters.

Neither the university nor the college restricts who may conduct a peer teaching observation.

For more information, I encourage you to review the Final Report of the COFA NTT Faculty Task Force, which among other things reaffirms NTT faculty members’ right to vote on departmental matters, including curriculum; recommends expanding membership of EC/BCs to include NTT faculty members; and encourages appointment of NTT faculty members to leadership positions such as committee chair, program head, division head, or other departmental positions of authority.

See also the Board of Regents’ Rule 31102 Evaluation of Tenured Faculty and the Committee of Counsel on Academic Freedom and Responsibility (CCAFR).