

Name of Policy: Expedited tenure review Policy Number: 3364-72-15 Approving Officer: President Responsible Agent: Provost and Executive Vice President for Academic Affairs Scope: All University of Toledo Campuses			
		Effective date: September 16, 2022 Original effective date: May 18, 2020	
<input type="checkbox"/>	New policy proposal	<input checked="" type="checkbox"/>	Minor/technical revision of existing policy
<input type="checkbox"/>	Major revision of existing policy	<input type="checkbox"/>	Reaffirmation of existing policy

(A) Policy statement

It is the policy of The University of Toledo that all faculty and faculty administrators hired into the University at the rank of associate professor or above and who have previously been awarded tenure at an accredited academic institution with standards comparable to or surpassing those of the University, may, subject to the procedures and approvals outlined below, be awarded tenure upon their entry into The University of Toledo.

(B) Purpose of policy

The University of Toledo is committed to recruiting, hiring, and retaining outstanding faculty and faculty administrators who have demonstrated sustained excellence in teaching, professional activity, and service. The University is also committed to providing an expedited process for exemption from the probationary period and awarding tenure upon entry when the faculty member or administrator, who has previously been awarded tenure, has met the high standards of the relevant discipline, and meets or exceeds the standards for tenure at The University of Toledo.

(C) Scope

This policy applies to all external faculty and faculty administrators who have accepted and signed a letter of offer for a position at The University of Toledo at

the rank of associate professor, professor, and endowed professor or chair, and who hold tenure at another accredited academic institution.

Rank is not within the scope or authority of this policy. Deans retain the authority to determine the appropriate rank of an external new hire, with approval of the provost. Tenure status of the faculty member and/or faculty administrator is subject to the approval of the president, provost, and the reviewing units outlined in the Collective Bargaining Agreement (CBA), or the Faculty Rules and Regulations for those units not covered under the CBA.

The expedited tenure process shall not be used for faculty members or academic administrators who are currently employed and/or under contract at The University of Toledo.

(D) Procedure

At the time of the selection of the search finalists for faculty or faculty administrative positions, the candidate's *curriculum vitae* (CV) shall be reviewed by the first-level faculty committee, e.g., Department Personnel Committee (DPC) or its equivalent, within the academic department wherein the candidate would be tenured. The first-level faculty committee shall make an initial determination that, based on the materials presented, the candidate "should be considered for expedited tenure review". If the first-level faculty committee fails to respond within ten days of receiving the official CV from the dean or search committee chair, the dean will presume the first-level faculty support the candidate's evaluation for expedited tenure review.

Upon the acceptance of the offer letter, the dean shall provide an abbreviated dossier pertaining to the individual selected for hire. The abbreviated dossier shall include a complete CV, application letter and/or personal statement, documentation of tenure at another institution, and evidence of teaching effectiveness (if applicable). Additional external evaluation letters are not necessary.

The abbreviated dossier shall be sent to the appropriate reviewing units outlined in the CBA or College of Medicine and Life Sciences Criteria and/or Faculty Rules and Regulations for faculty not bound by a CBA.

The abbreviated dossier shall be circulated electronically to accelerate the process. Faculty 180 will not be used for this special process. Letters of recommendation from each level will be sent electronically and must answer the

question “Do you recommend tenure for this appointment?”. The recommendations will be collected and submitted to the official personnel file of the individual. If the candidate receives a negative vote for tenure and believes there was an error in the review of their materials or that any materials were missing, administration may request reconsideration in writing within 5 calendar days of receiving their notification. The request for reconsideration must include their rationale for reconsideration any errors or additional information pertaining to the re-review. This reconsideration of the committee should occur within 7 calendar days of receiving the request for reconsideration.

Each evaluating unit must consider the contents of the abbreviated dossier and compare its contents to the departmental or programmatic standards in place at The University of Toledo. If applicable, each evaluating unit will also consider discipline specific standards that may exceed or not be reflected in tenure standards at accredited institutions designated as peer or aspirational to The University of Toledo.

Each evaluating unit will be notified simultaneously and will have twenty-one (21) calendar days to respond. The appropriate evaluation units are listed below:

- (1) Faculty governed by the CBA: Department Personnel Committee, Chair, College Personnel Committee, Dean, University Personnel Committee;
- (2) Faculty governed by the College of Medicine and Life Sciences Criteria and Procedures or Faculty Rules and Regulations for faculty not bound by a CBA; Department Chair; Appointment, Promotions and Tenure Committee (APT); Dean.

The expedited process does not require an evaluation based on the prior levels of review. Each evaluating unit shall make an independent determination based on the materials presented. An evaluating unit’s failure to respond within 3 business days will result in a presumption of support for tenure by that evaluating unit. If an evaluation has not been responded within 19 calendar days of being received a reminder shall be issued by the dean of the college where tenure is being considered. If a level of evaluation does not provide a written evaluation, the dean shall be required to add the following to the dossier: (1) a copy of the dated notification sent to the evaluating level; (2) a copy of all communications sent to secure an evaluation within the evaluation process.

The recommendations will be compiled and forwarded to the Provost. If the

