

Reappointment, Tenure and Promotion (RT&P) Frequently Asked Questions

Voting – Peer Group/Voting Rights

During Academic Year 2008-2009 the Faculty Senate made several substantive changes to UW Regulation 5-803, which governs faculty reappointment, tenure, and promotion. Possibly the most important revision was to section 3.a.v, which contains guidance on voting rights. In particular, each department must now establish voting protocols by majority vote of all tenured and tenure-track members of the department.

1. *Should a department's voting protocol be documented?*

Yes, each academic unit must have a written copy of the voting protocol on file in the unit. A copy of the protocol does not need to be submitted to the Office of Academic Affairs, unless requested to do so.

2. *How are voting protocols established?*

The protocols must be established through majority vote of all tenured and tenure track faculty. *Reference: UW Regulation 5-803, Section 3.a.v.*

3. *What is the composition of the department peer group?*

The protocols must provide voting rights to all tenured and tenure-track members of the department; but they may also extend them to "additional members of the department who hold appropriate qualifications considering rank, academic degree, or job description." *Reference: UW Regulation 5-803, Section 3.a.v.*

All tenured faculty are voting members and should submit recommendations and written comments. The regulation also allows for other department members to vote. On a case-by-case basis the following department members should submit recommendations and written comments:

- All non-tenured tenure-track faculty, *with the candidate's express approval.*
- All other members specified by the department's voting protocol, with the express approval of a candidate *who has also granted approval to non-tenured tenure-track faculty.* In other words, the candidate must grant approval to non-tenured tenure-track professors (e.g., Assistant Professors, for the most part) in order to grant approval to other members of a department (e.g., Academic Professionals, Clinical Faculty, etc.).

Note: Candidates should include a written copy of approval in the RT&P packet each year it is reviewed.

4. *Can peer group include voting members outside of the department/academic unit?*

There may be circumstances where appropriately qualified members of other departments/academic units is warranted. In these cases, the college or unit dean/director may direct the department or academic unit to include additional voters. *Reference: UW Regulation 5-803, Section 3.a.v.*

Department size is one circumstance that has factored into past decisions to broaden the peer group. Academic units comprised of few qualified voters (e.g., ECTL) and/or mostly (or exclusively) adjunct faculty or joint appointees may also have the need to include additional voting members in the protocol.

5. *Is the peer group different for reappointment, extended term and promotion reviews involving academic professional?*

The university regulation indicates that the review should include “appropriate peer and supervisory input as well as input from such constituencies as students, faculty, administrators, and members of the community, as appropriate.” *Reference: UW Regulation 5-408, Section II.C.4.*

Although the regulation does not stipulate that department voting protocols be established, departments and colleges should provide mechanisms for fair review of academic professional cases by both faculty and academic professionals. Many departments have adopted a review process and voting protocol that mirrors the one outlined in UW Regulation 5-803.