



Office of Academic Affairs

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**REVIEW PATH FOR AY2019-20
REAPPOINTMENT, TENURE, FIXED-TERM, AND PROMOTION**

Revisions to University Regulations 2-1 (Academic Personnel) and 2-7 (Procedures for Reappointment, Tenure, Fixed-Term and Promotion) were approved by the Board of Trustees, effective July 1, 2019. Some of the revisions will have immediate impact on the review process in AY 2019-20, particularly for academic personnel originally appointed to Academic Professional positions with a track toward extended term. Below is a brief outline of the AY2019-20 review schedule and path for academic personnel.

Tenure Track Faculty

1. **Year 1:** Newly appointed tenure track faculty will undergo 1st year review after they have been employed through the fall semester. (*Same process as required in previous Regulation.*)
2. **Year 2, 4, 5:** Tenure track faculty will follow the annual performance evaluation schedule.
3. **Year 3:** Tenure track faculty in year 3 will receive a formal mid-probationary review to assess progress toward tenure and promotion. (*Same process as required in previous Regulation.*)
 - a. Note: 3rd year faculty who received a ‘skip’ year during last year’s review process will receive their formal mid-probationary review in year 4 (i.e., AY20-21.)
 - b. 3rd year faculty in the College of Law seeking reappointment and promotion to Associate Professor will receive a formal mid-probationary review to assess progress toward tenure and promotion.
4. **Year 6:** Tenure track faculty will receive a mandatory tenure and promotion review. (*Same process as required in previous Regulation.*)

Tenured Faculty Seeking Promotion Only

Review for promotion shall be consistent with the mandatory tenure and promotion review. (*Same process as required in previous Regulation.*)

Academic Personnel on a Fixed-Term Track with Eligibility for Rolling Contract

Academic personnel appointed to a non-tenure track position eligible for a fixed-term with rolling contract shall have their first year review after they have been employed through a fall semester. The SAPP on procedures for implementing and evaluating rolling contracts is in final review and will be available soon.

Academic Personnel on an Extended Term

1. **Year 1, 2, 3, 4, 6:** Academic personnel on extended term appointments will follow the annual review schedule. *Note: Academic professionals who were reviewed last year (in year 5) for reappointment to another extended term will complete their 6th year of the current extended term in AY2019-20. Their new 6-year extended term will begin in AY2020-21.*
2. **Year 5:** Academic personnel in year 5 of their 6-year extended term will receive a mandatory fixed-term with rolling contract review. *(Same process as previous extended term reviews.)*
 - a. Academic professionals and Archivists who are reappointed to a fixed-term with rolling contract will complete the 6th year of their extended term in AY20-21 and begin the new fixed-term in AY21-22.
 - b. Library faculty in their 5th year and who have 5-year extended terms will be reviewed for a fixed-term with rolling contract. If granted, this term will begin in AY20-21.

All Academic Professionals on extended-term appointments will retain their current designation of Academic Professional Lecturer, Academic Professional Research Scientist or Academic Professional Extension Educator and rank (Assistant, Associate, Senior) for the duration of their extended-term.

1. The category title, Academic Professional, will be removed from official job titles for Lecturers, Research Scientists and Extension Educators consistent with the start of a new fixed-term with rolling contract. Notification of the change in title will be included in the reappointment letter from the Office of Academic Affairs.
2. Instructions for requesting a change in designation for non-tenure track faculty (e.g., from Senior Lecturer to Instructional Assistant Professor) will be available no later than the end of the calendar year. Requests for a change in designation may be made concurrent with the next fixed-term decision. Note: prior to requesting a change in designation, academic units must have establish standards and expectations for new positions and ranks.
3. Instructions for requesting a change in term for non-tenure track faculty currently on annual appointments will be available no later than the end of the calendar year. Special consideration should be given to budgetary issues, including the degree to which salaries are funded through recurring dollars, before making a request to change an annual appointment to a longer fixed-term appointment. Any change in term will become effective July 1, 2020 (for FY employees) or ~August 24, 2020 (for AY employees).

Academic Personnel on an Extended Term seeking Promotion to Senior (or highest) Rank only

UW 2-4 (Guidelines for Establishing Academic Professionals) will continue to govern procedures for promotion, which means that: (1) promotion may occur independently of a fixed-term decision, and (2) a full review shall be conducted (i.e., department, college, and university). (*Same process as previous promotion reviews.*)

Academic Personnel with an appointment on an Extended Term Track in the probationary period)

1. **Year 1, 2, 3, 4, 5:** Academic personnel currently in an extended term track position are reviewed in accordance with UW Regulation 2-4 (Guidelines for Establishing Academic Professionals).
 - a. Reappointment letters for AY 20-21 will contain information about the next review, including credit given toward the probationary period.
 - b. Academic personnel who received a 'skip' year for year 3 during last year's review process will receive their formal mid-probationary review in year 4 (i.e., AY20-21.)
2. **Year 6:** Academic personnel in their 6th year will receive a mandatory review for consideration of a fixed-term with a 3-year rolling contract. Consideration for promotion may occur, but is not required, during the same review. This review shall be conducted in accordance with UW 2-4 and consistent with tenure and promotion procedures.