

12.02 Institutional Procedures for Implementing Tenure

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Policy Statement

The universities and the health science center (academic institutions) of The Texas A&M University System (system) shall develop procedures for implementing tenure in accordance with this policy.

Reason for Policy

This policy provides guidance to system academic institutions in the development of tenure procedures, and the policy also establishes the criteria by which faculty may be evaluated with respect to tenure decisions.

Procedures and Responsibilities

1. The president of each system academic institution shall submit through the chancellor, for approval by the Board of Regents (board), detailed procedures in effect at that academic institution for implementing System Policy *12.01, Academic Freedom, Responsibility and Tenure*. These detailed procedures will include, but need not be limited to the following:
 - (a) the methods for appointing or electing required committees;
 - (b) the procedures for providing faculty with a written statement of tenure conditions when employment is initiated;
 - (c) the procedures for giving notices to faculty regarding tenure or nonreappointment decisions;
 - (d) the use of tenure review committees or peer review committees in the tenure evaluation process;
 - (e) the steps for review of tenure recommendations through administrative channels;
 - (f) clarification of the definition of faculty for tenure considerations;

- (g) the basis on which tenure is determined; and
 - (h) the identification of committees to hear cases of financial exigency.
2. Each system academic institution will make available to its faculty copies of System Policy *12.01* and the institutional procedures for implementing that policy.
 3. Guidelines for the granting of tenure should include: (See System Policy 12.06, Post-Tenure Review of Faculty and Teaching Effectiveness, for consistency.)
 - (a) Teaching Effectiveness;
 - (b) Research, Creative Activities, and Other Scholarly Endeavors;
 - (c) Student Advising, Counseling, and Other Student Services;
 - (d) Committee and Administrative Service to University;
 - (e) Service to Profession, Community, State or Nation;
 - (f) Professional growth;
 - (g) Quality of Patient Care, where applicable; and
 - (h) Patents or Commercialization of Research, where applicable.

The emphasis may differ because of the differences in institutional missions and academic specialty, but teaching effectiveness is essential.

4. Evaluation of teaching effectiveness shall include not only student evaluations, but also some of the techniques cited in System Policy *12.06*, Section 2.
5. All tenure recommendations shall include peer review of the faculty member's record of professional achievement.
6. Each system academic institution will publish its list of criteria which are applicable to the evaluation of faculty for the granting of tenure. Criteria shall enumerate the kinds of evidence that will be used in support of the evaluation of a faculty member being considered for tenure.
7. Faculty who hold joint appointments with other departments or with other system agencies shall be informed of the criteria for evaluation that apply to their shared activities, and appropriate consideration will be given to those activities.
8. Annual performance reviews are an important part of the tenure review process. If performance of a faculty member seeking tenure does not show progress toward meeting institutional expectations, action should be taken not to renew the contract of the individual on the basis of annual performance reviews prior to the final tenure review.
9. In lieu of the annual performance review in the fourth year, all tenure track faculty shall receive a comprehensive review to determine the progress toward meeting all tenure requirements established in the tenure track appointment. If a tenure track faculty is not progressing adequately toward the requirements for tenure, action should be taken to non-renew the contract of the individual.

10. The granting of tenure to faculty members is a prerogative reserved for the board. Recommendations for granting of tenure will be presented by agenda item from the system academic institution's president, with endorsement by the vice chancellor for academic affairs and the chancellor, for board consideration.
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Related Statutes, Policies, or Requirements

System Policy *12.01, Academic Freedom, Responsibility and Tenure*

<http://policies.tamus.edu/12-01.pdf>

System Policy *12.06, Post-Tenure Review of Faculty and Teaching Effectiveness*

<http://policies.tamus.edu/12-06.pdf>

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