

## **TENURE APPEAL COMMITTEE OPERATING CODE 2010-2011**

### **FUNCTION:**

To review a negative tenure recommendation at the request of the Tenure Review Board.

### **MEMBERSHIP:**

The six members of the CAPT plus the three members of the Tenure Review Board. No member of the Tenure Appeal Committee may sit for the review of a candidate in his or her own department. The Faculty Executive Committee will provide replacements for such reviews as needed.

### **PROCEDURES OF THE TENURE APPEAL COMMITTEE:**

1. The Chair of the CAPT shall preside over appeal proceedings.
2. The Tenure Appeal Committee shall conduct a review only once.
3. All members of the Tenure Appeal Committee will have access to the petition which the candidate submitted to the TRB.
4. The Chair of the Tenure Review Board will summarize for the Tenure Appeal Committee what complaints the Tenure Review Board determines warrant the review. Similarly, but separately, the Tenure Review Board Chair will summarize those issues for the candidate and his or her advocate (see paragraph 7 below), in the presence of the Chair of the Tenure Appeal Committee.
5. The Tenure Appeal Committee shall have access to the written information made available to the CAPT in its original deliberations and any additional material supporting the case, specifically pertaining to the area or areas of consideration deemed inadequate by the Tenure Review Board. Additional materials must be submitted no later than March 15.

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- c. The advocate, in the presence of the candidate, has the right of access to, but may not photocopy, the written materials available to CAPT in its original deliberations.
  - d. Whenever testimony is given by the candidate or the advocate, both shall be present.
8. The Tenure Appeal Committee may consult with the VPAA, the DOF, or members of the candidate's department at any time.