John H. Lounsbury College of Education
Tenure and Promotion
Committee Bylaws

Tenure & Promotion	
Purpose: responsible for policies and procedures dealing with the tenure and promotion; serves as the organizing body for individuals seeking tenure or promotion and submitting peer recommendations	
Meets: monthly	
Membership: 2 faculty from each department	
Members	**3-year terms**
Stacy Waller (TE)	2024-2027
Stephen Wills (TE)	2025-2028
Chris Greer (PL&I)	2024-2027
Cheryl Reynolds (PL&I) (Chair)	2023-2026

ARTICLE I. NAME

Section I. The name of this committee shall be known as the **Tenure and Promotion.**

ARTICLE II. PURPOSE

Section I. The Tenure and Promotion Committee shall be responsible for policies and procedures dealing with the tenure and promotion in academic rank of the John H. Lounsbury College of Education faculty. The Committee serves as the organizing body for individuals seeking tenure or promotion and submitting peer recommendations to the Dean. This committee assigns secretaries and schedules reviews overseeing written recommendations. This committee is involved in mentoring during the pre- and post-tenure periods and during the tenure and promotion process.

ARTICLE III. MEMBERSHIP

Section I. Membership.
The committee shall consist of two tenured faculty members from each department serving staggered terms of three years. Any committee member who is eligible for tenure or promotion during his/her term must be excused during consideration of his/her documentation but may serve otherwise. Faculty members in administrative positions are ineligible to serve on this committee.

Section II. Voting.

ARTICLE IV. OFFICERS

Section I.

ARTICLE V. MEETINGS

The chair shall call at least one meeting during each semester of the academic year.

Responsibilities:
Specifically, the committee shall:

1. Orient faculty to the processes related to pre-tenure, tenure, promotion, and post-tenure.

2. Receive from the Dean names of applicants ~~of applications a~~ with departmental

recommendations and all supporting documentation for tenure and/or promotion of individual faculty members.

3. ~~Review the application for thoroughness and timelines according to University policy~~. (We have never done this before and it seems like what the chair and dean do.)

4. Coordinate a written peer review concerning tenure and/or promotion with supporting evidence including eligible COE faculty recommendations; provide to the Dean.

5. Meet with the Dean following the submission of written recommendations should any substantive differences exist related to the tenure or promotion being considered.

6. Make recommendations related to possible revisions/additions/deletions of tenure and promotion procedures and documentation to the faculty to their consideration for approval.

7. Advise the Dean on matters relative to tenure and promotion.

8. Provide updated documentation to the COE web administrator on procedures and policies.

9. ~~Mentor~~ Be available to provide guidance if requested to faculty during the pre and post-tenure periods and the tenure and promotion process.

ARTICLE VI. AMENDMENT OF BYLAWS

The Bylaws may be amended, repealed, or altered in whole or in part, and new Bylaws may be adopted by a majority of committee members entitled to vote at any meeting.

The foregoing Bylaws were duly adopted on October 11, 2024.