



MEMORANDUM

TO:  President Edward T. Foote II

FROM:  George C. Alexandrakis *Gea*
Chairman, Faculty Senate

DATE: May 9, 1991

SUBJECT: Faculty Senate Legislation #90005(B) -
Amendment to Faculty Senate Legislation #87001(B),
Bylaw Section 9.6.2 - External Letters

The Faculty Senate, at its meeting of April 29, voted to approve Faculty Senate Legislation #90005(B) - Amendment to Faculty Senate Legislation #87001(B), Faculty Manual Bylaw Section 9.6.2 - External Letters. The text of the legislation is attached with the additions to the text shown in boldface.

This legislation is now forwarded to you for your action.

5/21

George C. Alexandrakis
✓ approved.
Thanks.

307

GCA/b

Attachment

cc: Provost Luis Glaser

CAPSULE: Faculty Senate Legislation #90005(B) - Amendment to Faculty Senate Legislation #87001B), Bylaw Section 9.6.2 - External Letters

RESPONSE BY THE PRESIDENT:

DATE: 5/24/81

APPROVED: Yes PTJ

OFFICE OR INDIVIDUAL TO IMPLEMENT OR PUBLISH: Provost

EFFECTIVE DATE OF LEGISLATION: _____

NOT APPROVED AND REFERRED TO: _____

REMARKS (IF NOT APPROVED): _____

Amendment to Faculty Senate Legislation #87001(B)

Faculty Manual Bylaw Section 9.6.2 - External Letters

The file of the candidate for tenure or for promotion to full professor shall include at least three written evaluations of the scholarly work of the candidate solicited from scholars specializing in the field of work who hold tenured positions at comparable universities.

Such letters are solicited by the Chair following consultation with the candidate and the appropriate voting faculty. The content of letters requesting written evaluations shall be prepared with the approval of the appropriate voting faculty and shall be shown to the candidate. Letters of evaluation are confidential, but such letters may be seen by anyone directly concerned in making the promotion or tenure decision.

Copies of each letter used to solicit external reviews shall be included in the candidate's file. The Chair shall supply the voting faculty and the Dean with a list of external reviewers, indicating how and why each was selected. If outside letters are solicited from reviewers recommended by the candidate, the nature of any relationship shall be indicated. **Before the final decision on evaluators is made, the candidate shall be provided a written list of all potential evaluators. The candidate may submit a memorandum commenting on the suitability of the potential evaluators which shall become part of the candidate's file.**

Exceptions to the need for written external evaluations of the candidate's scholarly work may be made when such letters would not add materially to the candidate's file.

UNIVERSITY OF MIAMI

WOMEN'S ADVISORY COMMITTEE ON ACADEMIC AFFAIRS

MEMORANDUM

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TO: George Alexandrakis
Faculty Senate

FROM: Mary Coombs
WACAA

We have discovered a potential problem in the structure of the recent by-laws regarding the tenure process. In particular, we are concerned about the possibility of hidden unfairness in the choice of outside evaluators.

The legislation is somewhat vague about the role of the candidate in the selection of outside evaluators, stating only that "such letters are solicited by the Chair following consultation with the candidate..."(9.6.2)

The 1990 "Procedures" memorandum from the Provost's office to Deans and Chairs is also unclear; the candidate's role is only implicit in the requirement that the biographies of outside reviewers should indicate source of the name.

Dr. Sugrue has already agreed, consistent with both your understanding and mine, that subsequent Procedures memoranda will indicate the two forms of expected candidate input: the provision of a list of suggested names, and the ability to review the full list of possible evaluator candidates and indicate objections.

The remaining issue involves those objections. Dr. Glaser, concerned about the possibility of an unreasonable candidate, will not require that such objections be treated as vetoes. However, we are also concerned with the possibility of an unreasonable Chair, who will solicit letters from evaluators as to whom the candidate has valid objections. Under the current system, the candidate would have no recourse--there is no structure for voicing these concerns past the level of Chair. The problem is particularly acute since the candidate will not even know the identity of the evaluators chosen.

Proposed Amendment to Faculty Senate Legislation #87001(B)

Faculty Manual Bylaw Section 9.6.2 - External Letters

Additions to the text are in boldface.

The file of the candidate for tenure or for promotion to full professor shall include at least three written evaluations of the scholarly work of the candidate solicited from scholars specializing in the field of work who hold tenured positions at comparable universities.

Such letters are solicited by the Chair following consultation with the candidate and the appropriate voting faculty. **Before the final decision on evaluators is made, the candidate shall be provided a written list of all potential evaluators. The candidate may submit a memorandum commenting on the suitability of the potential evaluators which shall become part of the candidate's file.** The content of letters requesting written evaluations shall be prepared with the approval of the appropriate voting faculty and shall be shown to the candidate. Letters of evaluation are confidential, but such letters may be seen by anyone directly concerned in making the promotion or tenure decision.

Copies of each letter used to solicit external reviews shall be included in the candidate's file. The Chair shall supply the voting faculty and the Dean with a list of external reviewers, indicating how and why each was selected. If outside letters are solicited from reviewers recommended by the candidate, the nature of any relationship shall be indicated. Candidates shall be permitted to identify persons who are thought to be unsuitable external reviewers and the reasons for that judgment.

Exceptions to the need for written external evaluations of the candidate's scholarly work may be made when such letters would not add materially to the candidate's file.