



Massachusetts Society of Professors

**PROMOTION TO FULL
PROFESSOR WORKSHOP
February 2021**

Welcome

Format of Meeting

- Please do not record or photograph the meeting in any way.
- Please stay on mute unless called on to speak.
- There will be opportunities for questions. Please type the word “stack” into the chat box to take your place in the speaking order.
- Any unanswered questions can be typed into the chat and MSP will follow up after the workshop.
- Workshop materials have been posted on the MSP website (umassmsp.org).
- If you have questions about your individual situation please email them directly to: msp@umass.edu. All queries to the union are confidential.

Agenda

1. Promotion to Full vs. Tenure
2. What are the Standards & Criteria?
3. Promotion to Full Review Timeline
4. Promotion to Full Review Process
5. NEW MSP Contract Language
6. Recognition of Pandemic Challenges

Promotion to Full vs. Tenure

Promotion to Full Review

- No dictated clock; candidate decides when to be reviewed
- Not up or out
- Process mirrors the tenure review
- Review stays on campus; final decisions rest with Provost
- Standards differ from tenure
 - No “excellence” requirement

What Are the Standards & Criteria?

Recommendations for promotion shall be based on qualifications and contributions in the areas of teaching; of research, creative, or professional activity; and of service and on the following:

- Must demonstrate “a record of achievement sufficient to have gained substantial recognition on and off campus from scholars or professionals”
- Must demonstrate “significant potential for continuing professional achievement”

What Are the Standards & Criteria?

FLEXIBILITY IN THE REVIEW FOR PROMOTION TO FULL PROFESSOR

“All three areas must be considered, but the relative weight to be given to each may be determined in light of the duties of the faculty member.”

Promotion to Full Review Timeline

Not later than the first week of Fall 2021	<u>Candidate</u> submits the basic file through APWS to the dept. chair/head
Due Date Set in Department	<u>Department Personnel Committee (DPC)</u> must advance their recommendations to the dept. chair/head through APWS
On or about February 12, 2022	<u>Department Chair/Head</u> must advance their recommendations to the CPC/SPC through APWS
Due date set internally	<u>College/School Personnel Committee</u> must advance their recommendations to the Dean through APWS
On or about April 2, 2022	<u>Deans</u> must advance their recommendations to the Provost through APWS
Due within 45 days of receipt of complete file	<u>Provost</u> Decision

Promotion to Full Review Process

1. Assembling the Basic File (defined in Art. 12.5 of the MSP Contract)
 - Personal Statement
 - Curriculum Vitae
 - AFRs
 - Evidence of Teaching, Research and Service Effectiveness
 - Reviewer Letters
 - Any other materials the candidate deems necessary

Promotion to Full Review Process

External/Internal Reviewer Selection

- Candidate & Dept Chair/Head each provide names
- Final list includes those suggested by candidate
- Prior to solicitation, candidate must see solicitation letter and final list of proposed referees
- Referees are provided with CV, personal statement and any other materials the candidate wishes
- Provost suggests no more than 6 “arms-length” letters
- “Arms-length” – not personal friend, doctoral or post-doctoral advisor or recent collaborator

Promotion to Full Review Process

3. Review Levels

- Department Personnel Committee
- Department Head/Chair
- School/College Personnel Committee
- Dean
- Provost

Promotion to Full Review Process

4. Other Rights of Candidates

- Right to Present All Materials
- Right to Supplement File
- Right of Consultation Prior to Contrary Recommendation
- Right to be Informed of a Personnel Recommendation
- Right to Discuss Reasons for Negative Decisions
- Right to Equitable Treatment

New MSP Contract Language

Internal Letter Solicitation (mirrors external reviewer selection process)

- List must include, but not be limited to, names suggested by candidate
- Candidate has right to waive access to directly and individually solicited letters (unsolicited letters or group solicitations are not confidential)
- Candidate must be provided copy of solicitation letter & list of names
- Candidate to be given opportunity to comment on both

New MSP Contract Language

Reviewers Cannot Submit Multiple Rejoinders

“If a faculty member has responded to a recommendation added to the file by the DPC, Chair, CPC, etc., no rejoinder to that response shall be permitted unless requested by a subsequent review step.”

Recognition of Pandemic Challenges

- Pandemic Impact Statement on AFRs
- Guidance to On-campus Reviewers
- External Reviewers Reminded to Consider COVID Disruptions

Other Resources

- Workshop Materials on MSP Website
<https://umassmsp.org/workshops/>
- Academic Personnel Policy (Redbook) – Standards & Criteria
[https://umassmsp.org/files/Academic%20Personnel%20Policy,%20UMASS%20A,B 1.pdf](https://umassmsp.org/files/Academic%20Personnel%20Policy,%20UMASS%20A,B%201.pdf)
- Provost's Website (promotion and tenure)
<https://www.umass.edu/provost/resources/all-resources/academic-personnel/reappointment-promotion-and-tenure>

Other Resources

- Academic Personnel Workflow System (how to guides/training schedule) <https://www.umass.edu/provost/resources/all-resources/academic-personnel/academic-personnel-workflow-system-apws>
- UMass ADVANCE Program (Documenting COVID-19 Impacts) <https://www.umass.edu/advance/sites/default/files/inline-files/UMass%20ADVANCE%20COVID-19%20Tool%20August%2017%202020%20Final.pdf>