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officers, they should remember that the public may judge their profession and their institution by their utterances. Hence, they should at all times be accurate, should exercise appropriate restraint, should show respect for the opinions of others, and should make every effort to indicate that they are not speaking for the institution.”

- Effectiveness in interpersonal relationships, including collegiality, professional ethics, cooperativeness, resourcefulness and responsibility;
- The absence of malfeasance, inefficiency and contumacious conduct in the faculty member’s performance of his/her faculty position at the university;
- Professional growth, such as research, publications and creative activities;
- Service and other non-teaching activities which reflect favorably upon the institution; and
- Any other criteria for promotions in rank set out in the applicable institution’s policies which are not inconsistent with this policy.

(BT Minutes, 3/91; 2/98; 4/2022)

**403           TENURE TRACK FACULTY**

**403.01       TENURE DEFINED**

Tenure is defined as continuing employment that may be granted to a faculty member after a probationary period by the Institutional Executive Officer. Tenured faculty are protected from dismissal except for those reasons set forth in this section below. Faculty are tenured to a department unless otherwise designated by the Board.

In the interpretation of this principle it is understood that the following represent acceptable academic practice.

(BT Minutes, 3/91; 2/98; 5/2022)

**403.0101    MINIMUM STANDARDS FOR TENURED EMPLOYMENT**

All faculty contracts will specify whether the appointment is with tenure, tenure track, or non-tenure track. Beginning with a tenure track appointment to any professorial rank (assistant professor, associate professor, or professor), a faculty member must be reviewed for tenure during the sixth academic year of the probationary period. The review shall include, but not be limited to, the criteria set forth in Section 402.03 Promotions in Rank. Upon written agreement

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between the institution and the faculty member, credit up to a maximum of five (5) years toward fulfillment of the minimum probationary period may be allowed for service at an institution of higher education. Such credit toward the probationary period must be determined at the time of initial appointment to rank. Such allowance is to be granted only to an individual who possesses exceptional professional qualifications and achievements and is not to be construed as exempting said individual from any other institutional policies and procedures governing the award of tenure.

Once the probationary period has been completed, a tenure track professor of any rank, if reappointed, must be awarded tenure or a terminal contract. Only faculty members of professorial rank can be awarded tenure. The award of tenure is not vested until notice of the award is given in writing by the Institutional Executive Officer and the written notice is actually received by the faculty member.

When an institutional recommendation for the award of tenure is before the Institutional Executive Officer for consideration, the Institutional Executive Officer is to consider the following criteria in deciding to deny or grant tenure:

- Professional training and experience;
- Effectiveness of teaching;
- Effectiveness, accuracy and integrity in communications; The Board endorses the American Association of University Professors' (AAUP) Statement of Principles on Academic Freedom and Tenure, which states in part: "When they speak or write as citizens, they should be free from institutional censorship or discipline, but their special position in the community imposes special obligations. As scholars and educational officers, they should remember that the public may judge their profession and their institution by their utterances. Hence, they should at all times be accurate, should exercise appropriate restraint, should show respect for the opinions of others, and should make every effort to indicate that they are not speaking for the institution."
- Effectiveness in interpersonal relationships, including collegiality, professional ethics, cooperativeness, resourcefulness, and responsibility;
- The absence of malfeasance, inefficiency and contumacious conduct in the faculty member's performance of his/her faculty position at the university;
- Professional growth, such as research, publications, and creative activities;
- Service and other non-teaching activities, which reflect favorably upon the institution; and

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- Any other criteria for granting tenure set out in the applicable institution's tenure policies, which are not inconsistent with this policy.

Prior to recommending that tenure be granted to a faculty member, the faculty member's department chair, dean and provost, when reviewing a faculty member's dossier for possible advancement to the next level of approval for tenure attainment, must each sign a written statement that certifies that each of the criteria set out within IHL Policy 403.0101 has been satisfactorily met. The written certification statement must contain each of the bulleted criteria set out within IHL Policy 403.0101 and any additional criterion separately set out in the applicable institution's tenure policies, which are not inconsistent with this policy. In addition, the IEO must also sign the same written certification statement prior to granting tenure to any faculty member.

At the time of initial employment at the University, a faculty member or an administrative employee whose preceding employment included faculty rank at the level of assistant professor, associate professor, or professor with tenure may be granted tenure only if approved by the President/Chancellor.

There shall be appropriate tenure/grievance committees at the institutions.

(BT Minutes, 3/91; 2/98; 12/2004; 3/2008; 4/2022)

**403.0102**     ***NOTICE OF NON-RENEWAL OF TENURE TRACK FACULTY***

1. Notice of intention not to renew a tenure track faculty member shall be furnished in writing according to the following schedule:
  - a. not later than March 1 before the date of termination during the first year of service,
  - b. not later than December 1 before the date of termination during the second year of service,
  - c. not later than September 1 before the date of termination of a contract after two or more years of service in the institution.

This schedule of notification does not apply to persons holding temporary or part-time positions, or persons with courtesy appointments, such as adjunct appointments.

(BT Minutes, 3/91; 2/98)