

## Tenure Line Transfer of Faculty Guidelines

These recommendations pertain to requests for voluntary tenure line transfer initiated by the faculty member. Per communication with the Chancellors Office (2/17/2012), voluntary tenure line transfer falls outside the CBA.

1. Request must be initiated by faculty member.
2. Request will be considered based on the following:
  - a. Significant changes in the academic discipline and the faculty member's role within that discipline, AND
  - b. Overall benefit to the university
3. Provost may deny request at any point in the process.

Steps in the process:

4. Faculty submits request to Provost in writing via receiving College Dean and Associate Provost for Faculty Affairs
5. Provost contacts current College Dean
6. AP for Faculty Affairs meets with faculty member and consults with current College Dean to explore options other than a tenure line transfer. This step may take place before submission of written request
7. AP for Faculty Affairs forwards recommendation to Provost
8. Provost contacts the relevant College Deans
9. Dean of receiving college contacts chair of receiving department. Faculty of receiving department have an opportunity to accept the transfer
10. Provost makes final decision
11. Decision conveyed to faculty member via AP for Faculty Affairs

### Considerations for departments and colleges

- RTP implications (if any) for **faculty member** requesting transfer
- RTP implications (if any) for **department and/or college** receiving transfer. Is current RTP criteria appropriate for new faculty?
- Consultations with both departments for awareness
- Impact on **T/TT faculty teaching assignments** for each department (so as all faculty are aware that these happening prior to the transfer)
- Impact on **lecturer hiring** for each department
- Impact on **future searches for each department** as the student/faculty ratio shifts in each
  - (this can drop receiving department on the priority list for TT searches)
- Are RTP committees consulted as well?