

## Tenure Appeal Committee Operating Code 2021-2022

### FUNCTION (from the Faculty Handbook):

To review a negative tenure recommendation at the request of the Tenure Review Subcommittee.

### MEMBERSHIP (from the Faculty Handbook):

Two members of the ATC (the current and upcoming chairs), two members of the TRS (the current and upcoming chairs of CAFR) and three former members of the ATC or CAPT from previous years. The former members of the ATC or CAPT will be identified by the chair of the ATC according to the process for soliciting ATC substitutes when there is a conflict of interest in a tenure case. Specifically, former members who do not have their own conflict of interest and are not on leave will be solicited in order of most recent full-time membership (not substitute membership for a single case) on the ATC or CAPT. The chair of the ATC will serve as chair of the TAC.

### PROCEDURES OF THE TENURE APPEAL COMMITTEE:

1. The Chair of the ATC shall preside over appeal proceedings.
2. The Tenure Appeal Committee shall conduct a review only once.
3. All members of the Tenure Appeal Committee will have access to the petition which the candidate submitted to the TRS.
4. The Chair of the Tenure Review Subcommittee will summarize for the Tenure Appeal Committee what complaints the Tenure Review Board determines warrant the review. Similarly, but separately, the Tenure Review Subcommittee Chair will summarize those issues for the candidate and their advocate (see paragraph 7 below), in the presence of the Chair of the Tenure Appeal Committee.
5. The Tenup-1.22i Apertaining to the area or areas of consideration deemed inadequate by the Tenure Review Subcommittee. Additional materials must be submitted no later than April 15.
6. Members of the Tenure Appeal Committee shall be bound by the same rules of confidentiality as govern the ATC.
7. The candidate designates an advocate to present testimony to the Tenure Appeal Committee.

a. The advocate may be a person in the candidate's department, the candidate's chair, a Skidmore faculty member outside the department, or someone outside the college. The